

NORTH BRANFORD BOARD OF EDUCATION MEETING
July 15, 2010

The North Branford Board of Education met on Thursday, July 15, 2010 at 6:00 p.m. in the Conference Room at Totoket Valley Elementary School. The following members attended:

BOARD CHAIR:	NANCY LAPPIE
BOARD VICE-CHAIR:	SHANNON MISCIO
BOARD SECRETARY:	DAVID MCMAHON
BOARD MEMBERS:	DR. CHRISTOPHER MANNA MARCEY ONOFRIO
SUPERINTENDENT OF SCHOOLS:	SCOTT SCHOONMAKER
ABSENT:	DEBORAH PRUNIER

MOTION: Moved by Marcey Onofrio and seconded by Shannon Miscio to adjourn to executive session as permitted by Connecticut General Statutes Section 1-200 (6) (A) and 1-225 (f) to discuss employment, performance and negotiations.

ALL VOTED AYE

MOTION: Moved by Marcey Onofrio and seconded by Dr. Christopher Manna to reconvene to public session in the Totoket Valley School Cafeteria at 7:10 p.m.

ALL VOTED AYE

I. Visitors

Director of Business/ Personnel:	Donald Winnicki
Director of Special Services:	Suzanne Wright
Director of Curriculum / Instruction:	Joan Follo

Sarah Querfeld
Joseph Tenczar
Susan Misur, Register

Carter Welch
Joanne Wentworth

Cory Onofrio
John Landolfi

Cory Onofrio, a student at NBHS and a member of the camera crew for the graduation exercises, thanked Superintendent Schoonmaker and all Board of Education members for their help and support of the NBHS camera and video technology at the high school. He stated that they were the only high school in the United States using seven to ten camera shoots at many events. He presented each of the Board members, Superintendent Schoonmaker and Donald Winnicki with a CD of the 2010 graduation class.

Superintendent Schoonmaker recognized Cory and the entire NBHS camera crew and Joe Tenczar stating the work they presented was worthy of awards and many of the students prepared for events days in advance.

II. Consent Agenda

a. Minutes

Minutes of the June 10, 2010 Board of Education meeting:

b. Resignations

The Superintendent has received a retirement resignation from Ms. Rebecca Sandmann, school psychologist at TVES, effective October 30, 2010. Ms. Sandmann has been employed with the North Branford Public Schools for the past 24 years.

The Superintendent has received a retirement resignation from Ms. Babby Nuhn, health and physical education teacher at NBHS effective June 30, 2010. Ms. Nuhn has been employed with the North Branford Public Schools for the past thirty- eight years.

c. Terminations

It is hereby moved that the contract of employment of the following teacher be terminated due to the elimination of their position:

Susan Moore Library Media Specialist Stanley T. Williams School

d. Appointments – None at this time.

e. Leaves - None at this time.

f. Field Trips – None at this time.

g. Donations – None at this time.

MOTION: Moved by Shannon Miscio and seconded by David McMahon to amend tonight's Consent Agenda to include the reorganization of Board committees.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

MOTION: Moved by Shannon Miscio and seconded by David McMahon to approve the Consent Agenda as amended:

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMANON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

III. Superintendent's Report

a. Recognition - None at this time.

b. Communications

The Superintendent has attached a letter from the Ronald McDonald House of Connecticut acknowledging Stanley T. Williams School and their fund raising efforts.

Superintendent Schoonmaker commended Alexis Christina, STW staff and STW students for their participation in the Lights of Love.

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c. Authority to Hire

The Superintendent, under the authority granted at the June Board of Education Meeting has extended a contract to the following individuals:

Nicole Hartt	Grade 2 Teacher	Masters, Step 1 One-Year Only
Joseph Amodio	Grade 2	Masters, Step 1
Rebecca Podzikowski	NBHS Business Teacher	Masters, Step 5

Superintendent Schoonmaker remarked that we had over 200 applications for the second grade positions at JHS. He mentioned that the new business teacher at NBHS is a North Branford Graduate.

Mr. Schoonmaker also informed the Board that a new health teacher, Brent Ramsey, was hired today at NBIS. He remarked that there are two more positions in Special Education and we have received many applications. Nineteen interviews are set for Monday, July 19th and Tuesday, July 20th.

d. 2008-09 District Annual Performance Reports and Determinations

The Individuals with Disabilities Education Act (IDEA) requires each state to have a performance plan in place to evaluate the state's efforts to implement the requirements of this law ensuring the provision of services to students with disabilities. Connecticut developed the State Performance Plan in 2005 to address this federal requirement. Twenty indicators related to special education are monitored through the Focused Monitoring System with targets and improvement activities determined annually. Each district must submit an annual progress report for each of the twenty indicators. The Connecticut State Department of Education reviews this data and makes a determination of whether the district meets requirements. Mrs. Wright, Director of Special Services, was available to explain North Branford's progress report and determination.

Suzanne Wright spoke on our returning students from CAMS to NBHS and the plans for their education. She remarked that a job coach has been assigned to them. She also spoke on the Bridges and Life Skills programs. (report attached)

Superintendent Schoonmaker commended Suzanne Wright for master mining many changes in the Special Education program.

Suzanne Wright gave credit to the Board of Education who helped develop the Bridges and Life Skills program. She remarked that ten years ago there were over forty out-placements of special education students and today there are only six students out-placed.

Superintendent Schoonmaker remarked that our Special Education program is second to none.

CMT - CAPT Results

Joan Follo reported on the CMT results stating the district has gone up in everything except in third grade writing. (report attached)

Joan Follo also reported that we are above all state goals in the CAPT results. (report attached)

Superintendent Schoonmaker stated he is happy with our results but we are still not where we want to be.

Marcey Onofrio stated that is good to see we are headed in the right direction.

Curriculum Management Cycle

Curriculum Management Cycle Guideline Manual Update:

The NBPS supports a well defined, systematic process for monitoring teaching and learning. The process includes five phases: Review, Development/Revision, Implementation 1, Implementation 2, and Evaluation. Each phase has specific work to accomplish. Completed products are presented to the BOE each spring for their review or action (Development/Revision Phase).

Improvements in this manual compared to the 2001 manual include:

1. Inclusion of a philosophy and beliefs about curriculum and instructions (pg. 1-2)
2. Development of a "Phases at a Glance" page: gives an overview of the work to be accomplished during each phase (pg 3)
3. Inclusion of "Guiding Questions" in each phase description to assist the team in focusing on the work of the phase.
4. Realignment of the work of the Evaluation and Review Phases to better balance the work of these phases
5. Inclusion of an curriculum self-assessment in Appendix 1 and the CSDOE curriculum improvement information in Appendix 2
6. Requirement that all end of year reports are sent to the school principal prior to submission the Director of Curriculum and Instruction (to improve school level collaboration and planning for teaching and learning)
7. Requirement that Curriculum leaders in the same discipline meet a minimum of three times per year to ensure K-12 collaboration and planning

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8. Curriculum leaders submit the goals of their curriculum team to the Director of Curriculum and Instruction at the beginning of the school year. An update of their work is submitted in January and June of the school year.

MOTION: Moved by Shannon Miscio and seconded by David McMahon to approve the revised K-12 Curriculum Management Cycle Guideline Manual as submitted.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MSCIO:	AYE
SECRETARY MCMANON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

CMC Goals and Updates for 2010-11

Each curriculum leader submits the goals of their curriculum team to the Director of Curriculum and Instruction at the beginning of the school year. An update of their work is submitted in January and June of the school year.

Review Phase Reports: (External Audit)

During the Review Phase of the CMC, curriculum leaders facilitate the completion of and external audit with their discipline level teams. Findings are summarized and connected to the findings of the Evaluation Report, from the previous year. Recommendations are made based on the gap between “what is” (internal audit) and “what should be” (external audit).

World Language Program 6-12: Jennifer Marena
Social Studies K-5: Carrie Sabetta

Development/Revision Phase:

Physical Education K-12 Curriculum Guide

This is the Board’s second read for the revised K-5 Physical Education Guide. Your adoption of this document is anxiously anticipated. Gratitude is extended to Carter Welch, K-12 Curriculum Leader for both Physical Education and Health, and his curriculum team of: Rick Geremia, Babby Nuhn, Chris Webster, Carol Evans, Ralph Shaw, Dave Carpenter, and Kate Susat, for his extensive and exemplary work development of this updated PE Curriculum Guide. Several areas of noted improvement in the present PE Curriculum Guide are:

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1. Aligned with the SDOE's new comprehensive School Health and PE Education Plan: Healthy & Balanced Living. (pg. 3)
2. Activities developed by using the Understanding by Design approach which is a backward approach to design curriculum...beginning with the desired outcome then developing learning experiences and instructional strategies that assist students in reaching the desired outcomes.
3. A scope and sequence that shows in simple terms, what games/activities that are included at each grade level. (pg 24)
4. Aligned with Scientific Research-Based interventions (SRBI or RtI). Pg. 27
5. Aligned with CMT/CAPT goals by supporting student performance in reading, writing, numeracy and science where applicable. (pg. 28 & 29)
6. Integrates technology tools when/where applicable (pg. 30)
7. Aligned with 21st C Skills (pgs. 31-32)
8. Provides a pacing guides that delineates the games and activities implemented per month tied to the CSDOE standards (pg. 33-36)
9. Provides instructional strategies for teaching and assessments to monitor student learning.

MOTION: Moved by Shannon Miscio and seconded by David McMahon to approve the revised K-12 Physical Education Curriculum Guide as submitted.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

Implementation Report:

Science K-12 Update Report: Tamre Mockus, Kathleen Griffin-Daley, and Jeremy Rice.

Evaluation Reports: (Internal Audit)

Visual Arts K-12: Marci Hart

Music K-12: John Tzetzio

TEAM Three-Year Plan

In May 2008, Public Act 08-107 was passed which called for the end of the Beginning Educator Support and training (BEST) Program and the establishment of a task force to develop a plan to

replace BEST. As a result of their work, the General Assembly passed a Public Act 09-6, on October 2, 2009, establishing the TEAM Program to replace the BEST Program.

Full implementation of the program began on July 1, 2010. Based on the requirements of the TEAM Program and a specified framework to follow, each school district was required to submit their TEAM Three Year Plan to the CSDOE electronically. The NBPS TEAM Three Year Plan was enclosed for the Board's review.

Some highlights include:

1. The TEAM Program consists of five professional growth modules that provide a framework for the support of new teachers
2. Establishment of a district TEAM Coordinating Committee (TCC)

CO: Joan Follo (Sara Querfeld)
Principal & TVES Rep. Kris Lindsay
NBHS: Jen Marena
NBHS: Brian Bodner
NBIS: Marcella Ardine
TVES: Stephanie DeFrance
JH: Anita Pantalena

3. Update training for all existing mentors and new mentors
4. In-house scoring of beginning teacher modules

Professional Development:

North Branford Public Schools offered 113 professional development opportunities resulting in a total of 444 hours of CEUable time during the 2009-2010.

Superintendent Schoonmaker commended Joan Follo and Sarah Querfeld for all the work they have done together thus far before Joan leaves stating they have fabulous communications..

Joan Follo thanked all Board members fore their support over the years.

e. Summer of 2010

The Summer of 2010 – “*Prehistoric Days*” summer camp program will be entering week four and now has 397 campers.

f. Assignment Changes

The Superintendent reports assignment changes for the 2010/2011 school year. These assignment changes were the result of the closing of Stanley T. Williams School. A brief survey was distributed to all K-5 educators and preferences of grade change were taken into

consideration when determining these assignments. The assignment changes involved existing staff members and did not require Board of Education action.

Superintendent Schoonmaker commended Bill Choti with all the moves between STW, JHS and TVES. He mentioned that everyone has been very busy getting all the classrooms changed and furniture moved.

IV. Committee Reports

a. Negotiations

MOTION: Moved by Shannon Miscio and seconded by David McMahon to extend the contract of Timothy Hartigan, Director of Technology by one year making his contract a three year contract from July 1, 2010 through June 30, 2013 with no changes.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

MOTION: Moved by Shannon Miscio and seconded by David McMahon to extend the contract of Donald Winnicki, Director of Business / Personnel, by one year making his contract a three year contract from July 1, 2010 through June 30, 2013 with no changes.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

MOTION: Moved by Shannon Miscio and seconded by David McMahon to extend the contract of Scott Schoonmaker, Superintendent of Schools, by one year making his contract a three year contract for July 1, 2010 through June 30, 2013 with no changes.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

Marcey Onofrio remarked that all three of these gentlemen deserved a raise for the work they do but it is the sign of the economy that they received a zero increase.

b. Budget

Mr. Donald Winnicki, Director of Personnel and Business, presented a report of recommended line item transfers. Line item transfers must be completed at this first meeting following the close of the fiscal year. (report attached)

Mr. Winnicki remarked that \$29, 213.93 is being returned to the Town of North Branford.

MOTION: Moved by Marcey Onofrio and seconded by David McMahon to accept 2009/2010 line item transfers as provided by the Director of Business/ Personnel.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

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The Superintendent provided the Board with a list of proposed Budget Subcommittee meeting dates for the 2010/2011 school year.

MOTION: Moved by Marcey Onofrio and seconded by Shannon Miscio to approve the schedule of 2010/2011 Budget Subcommittee meeting dates as submitted.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	AYE

MOTION PASSED 5-0

David McMahan questioned if future Board of Education meetings and committee meetings would be held at Stanley T. Williams.

Donald Winnicki remarked that this is a subject for discussion.

c. Curriculum

No report at this time.

d. Pension

There will be a Pension committee meeting next month.

e. Policy

The Superintendent provided the Board with the following policy for first reading.

Policy #P7600 – Family Resource Center

Marcey Onofrio questioned if there were guidelines as to how much money has to stay in the Family Resource Account.

Donald Winnicki stated that the state mandates that Food Service must have a reserve of three months and he follows those guidelines.

Superintendent Schoonmaker stated he would check with our attorney.

f. ACES

No report at this time.

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g. Operations

Christopher Manna remarked that the NBIS project is winding down and Bill Choti and Tim Hartigan are staying on top of various items. The NBIS parking lot will be started next week.

David McMahon remarked that NBIS was also designated as an emergency shelter for the town of North Branford.

h. Building Committee

Superintendent Schoonmaker remarked that the quote of \$30,000 to move the two portables from STW to JHS is now at \$95, 000. He mentioned there is a meeting planned for this week to discuss a new 1800 square foot building for Family Resource at JHS.

Christopher Manna questioned if the building would be attached to JHS.

Superintendent Schoonmaker stated it would be a stand alone building.

David McMahon remarked that the money would be spent for where it is intended for, FRC.

Christopher Manna questioned the price of a new building.

Bill Choti stated from \$76 to \$80 a square foot.

Scott Schoonmaker stated if we want this building ready by September we must move on it now.

V. New Business

Shannon Miscio remarked that she was removing herself from the Curriculum Committee and Deborah Prunier has agreed to take her place.

Nancy Lappie stated that for personal reasons she was resigning as Board Chairperson. She remarked that this is a wonderful Board and they are a team that pulls together. She stated that it has been a privilege to serve as the Board Chair and when times were tough they always came through together.

All Board members thanked Nancy for her service.

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MOTION: Moved by Christopher Manna and seconded by David McMahon to elect Marcey Onofrio as Board Chairperson.

CHAIRWOMAN LAPPIE:	AYE
VICE-CHAIR MISCIO:	AYE
SECRETARY MCMAHON:	AYE
CHRISTOPHER MANNA:	AYE
MARCEY ONOFRIO:	ABSTAIN

MOTION PASSED 4-0-1

Everyone extended their congratulations to Marcey Onofrio.

Nancy Lappie stated Marcey will be a terrific chair as she has a lot of passion for serving on the North Branford Board of Education.

VI. Visitors and Press

No comments at this time.

The next regular Board of Education meeting is scheduled for August 19, 2010 at Totoket Valley Elementary School.

VII. Adjournment

MOTION: Moved by David McMahon and seconded by Shannon Miscio to adjourn this North Branford Board of Education meeting at 8:32 p.m.

ALL VOTED AYE

Respectfully Submitted,

Sherry Ardine
Account Clerk