

North Branford Board of Education

Board of Education Meeting

August 20, 2009

Totoket Valley Elementary School
1388 Middletown Avenue – Northford, CT

I. Salute to the Flag

II. Visitors:

Director of Curriculum:	Joan Follo
Principal, North Branford High School	Michele Saulis
Principal, North Branford Intermediate School	Alan Davis
Principal, Jerome Harrison School	Shawn Parkhurst

Christine Imperato	Todd Stoeffler	Kristin Hart	Shannon Querfield-Miscio
Cliff Potter	Dolly Potter	Rose Helff	Karl Helff
Linda Girard	Theresa Fransden	Ruth Rose	Joanne Wentworth
Dave McMahon			

III. Student Representative – No report at this time.

IV. Consent Agenda

a. Minutes

Minutes of the July 16, 2009 Board of Education meeting.

EXHIBIT A

b. Resignations

The Superintendent has received a resignation from Mr. Douglas Hammel, Principal of Stanley T. Williams Elementary School effective August 14, 2009. Mr. Hammel has accepted a position as principal of a Stonington elementary school.

c. Appointments

The Superintendent has received recommendations from all schools for stipend positions for the 2009/2010 school year. These positions include, lead teachers, advisors, directors, coordinators

and coaches. Special thanks are extended to administration. The Superintendent is pleased with the personnel that will be guiding these activities. All of the positions are stipends in accordance with the contract between the North Branford Board of Education and the North Branford Federation of Teachers. As such all appointments are renewed annually.

EXHIBIT B

The Superintendent is recommending the appointment of Mrs. Alexis Christina as interim Principal of Stanley T. William School for the 2009/2010 school year. Mrs. Christina acted as interim Principal at STW during the 2007/2008 school year.

- d. Leaves - None at this time.
- e. Field Trips – None at this time.
- f. Donations – None at this time.

**Motion: To approve the Consent Agenda as submitted.
Moved by Marcey Onofrio and seconded by Nancy Lappie.**

CHAIRWOMAN PRUNIER	AYE
VICE CHAIR ONOFRIO	AYE
SECRETARY LAPPIE	AYE
CHRISTOPHER MANNA	AYE
BONNIE SYMANSKY	AYE

MOTION CARRIED 5-0

V. Superintendent’s Report

- a. Recognition - Superintendent Schoonmaker welcomed NBIS Assistant Principal Christine Imperato back from leave.
- b. Communications

The Superintendent shared a letter from the Connecticut Chapter of Best Buddies regarding Mrs. Kathy Mezerewski. Superintendent Schoonmaker stated he has worked with the Best Buddies program in the past and is proud to say North Branford is affiliated with Best Buddies. He stated it is an honor.

EXHIBIT C

The district has worked diligently to meet the targets to increase time with nondisabled peers and providing services in the general education setting for students with intellectual disabilities. The Superintendent shared a memorandum from Anne Louise Thompson, Chief – Bureau of Special Education (State of Connecticut). Superintendent Schoonmaker thanked all staff under Director of Special Services, Suzanne Wright’s guidance in meeting the criteria.

EXHIBIT D

Kim Neubig, Supervisor of Fiscal and Support Services, has received a letter from the Connecticut Workers’ Compensation Commission detailing the results of a review conducted this past July. Superintendent Schoonmaker thanked Kim Neubig, under Director of Business and Personnel, Don Winnicki’s direction for her work in ensuring compliance.

EXHIBIT E

The Superintendent provided the Board of Education with the fall sports schedule. Superintendent Schoonmaker stated he has been fortunate to spend time seeing student athletes taking place in captain’s training this summer and invited all Board members to come out to support our student athletes.

EXHIBIT F

c. Authority to Hire

The Superintendent under the authority granted at the June Board Meeting has extended contracts to the following individuals:

Jennifer Podolak 1.0 Language Arts – Grade 7 NBIS One Year Only

Alan Davis, Principal of North Branford Intermediate School stated he is very pleased to recommend Ms. Podolak, who has served as a long-term sub at NBIS. He stated they are very fortunate and she is a very dedicated and conscientious teacher. Superintendent Schoonmaker noted Ms. Podolak is an attorney, who later became a certified Language Arts teacher. He noted it is a one year position for the bubble class at NBIS.

Open Positions

NBHS .45 Choral Music. Michele Saulis, Principal of North Branford High School, stated she has interviewed 2 final candidates and is in the process of recommending the finalist for hire. Superintendent Schoonmaker stated that the 2 finalists were asked to work with students on a lesson plan for 45 minutes and have the students perform. The participating students then had opportunity to make recommendations to the administration.

NBIS Health Teacher. Superintendent Schoonmaker noted he had received more than 50 applications for the Health position. The position became available due to a transfer of the current NBIS Health teacher to a 7th grade math position at NBIS. Two finalists have been asked back to perform mock lessons and a decision will be made then. Superintendent Schoonmaker noted the district will be fully staffed for the start of school.

The following transfer has occurred.

Cynthia Daley 1.0 Health Teacher NBIS to 1.0 Grade 7 Math Teacher NBIS

d. Opening Convocation

The Opening Convocation for the North Branford Public Schools is scheduled to be held Monday morning, August 31st. Employees will return to a system-wide breakfast beginning at 8 a.m. in the NBIS cafeteria followed by the Opening Convocation in the auditorium at 9:00 a.m.

e. Professional Development

Following the Opening Convocation on August 31st and for the next two days, September 1st & 2nd, educators will attend a variety of meetings and training sessions. Educators will also have scheduled time to prepare their classrooms. A faculty luncheon will be held on September 2, 2009. Director of Curriculum, Joan Follo stated many training activities will take place including RtI direct training using technology and standard based reporting, conducted by an ACES consultant. Chairwoman Prunier thanked Joan Follo for her work. Superintendent Schoonmaker noted it takes a great amount of time to organize training within each building with varying phases of RtI implementation. He thanked Joan Follo and the building administrators for working with Joan on their specific needs.

EXHIBIT G

f. New Teacher Orientation

Due to the fact that the district has hired two new teachers to date, New Teacher Orientation will not be held this year. Any new teachers that are hired for the 2009/2010 school year will receive orientation by their school administrator. Superintendent Schoonmaker stated the District has retained all but 1 staff member, the second newly hired teacher has worked in the school in a different capacity. The new staff member will be orientated within their building.

g. Community Service Report

Action Plans 2.7, 2.8 and 2.9 call for voluntary community service on the part of all North Branford Public School students. The Superintendent reported that community service has become operational in the North Branford Public Schools. The Superintendent provided the Board with a report detailing community service performed at all levels of our school system. Discussion followed regarding the community service efforts displayed in all grades in the District. Superintendent Schoonmaker stated the recent Potato and Corn Festival held in town was a great way for students to perform community service. He stated the outreach was phenomenal.

EXHIBIT H

h. Curriculum

Update of Curriculum Management Cycle Chart

The Curriculum Management Cycle (CMC) drives instructional improvement. Each year the Superintendent and the Administrative Team review the CMC to ensure that any changes to the schedule are made with the intention to improve teaching and learning within the school systems capacity to support the modifications. The Superintendent and the Administrative Team reviewed and modified the CMC on July 19, 2008.

The following changes were made:

1. Science K-5 retained in Development Phase until Jan. 2010.
2. Character Ed no longer part of CMC since it has become operational under Responsive Classroom K-3, Positive Behavior Support 3-12 and Community Service K-12.
3. WL K-5 it will remain in the Implementation 1 phase in the event that this curriculum is able to be adopted by the BOE in the near future.

Director of Curriculum, Joan Follo stated there was a correction of the last meeting date, they met on June 26, 2009.

EXHIBIT I

Evaluation Reports

As part of the CMC two Evaluation Phase Reports are included for your review. The Evaluation Phase identifies whether or not the written curriculum is the taught curriculum and if it is not, why not. This phase also examines what external changes have occurred since the last curriculum revision that will impact changes to the curriculum during the Development Phase. Social Studies K-5 Evaluation Report. Director of Curriculum, Joan Follo stated a major area of concern for Social Studies is related to the amount of time available to teach the entire Social Studies Curriculum. She stated 2 worthwhile reasons for this being the implementation of the Language Arts curriculum and the implementation of RtI. Chairwoman Prunier asked if other districts were having similar problems, to which Joan Follo replied yes.

EXHIBIT J

Music K-12 Evaluation Report

Director of Curriculum, Joan Follo, stated the team focused on what is working and what can be improved. We are seeing how well music is doing by watching the students perform. Joan stated the District has close to 600 or 25% of our student population involved in the music program. Superintendent Schoonmaker stated it is a goal to increase the .45 choral position at NBHS to a full time position in the future to provide opportunities in frequencies of Chorus offerings to students for their four years in high school.

EXHIBIT K

i. CAPT/Connecticut Mastery Test Scores

Connecticut Academic Performance Test (CAPT) Results

The 2009 Connecticut Academic Performance Test (Third Generation) results indicate that our present grade 11 students who took the CAPT in the spring of grade 10 are slightly below the state goal average in math, above the state goal in Science and Reading and significantly above the state goal in writing.

When comparing grade level (same grade, different students) over time, with respect to percent of students reaching goal, there exists a significant decline in math, maintenance in science, and a decline in reading and writing. Chairwoman Prunier asked if RtI would be beneficial in focusing on areas of improvement. Superintendent Schoonmaker replied, "Absolutely".

At the proficiency level, results indicate averages above the state level on all subtests. Over time, our proficiency averages declined in math and reading and maintained in science and writing.

EXHIBIT L

CMT Results This is year four of the Connecticut Mastery Test Fourth Generation. It is not a reliable practice to compare this generation of the assessment to previous generations. Therefore, comparisons reported for grade and class include school years 2006, 2007, 2008, and 2009. State comparisons are indicated for 2009 only.

The CMT4 is aligned with the Connecticut Curriculum Frameworks which are aligned with national and state standards. The CMT4 provides school systems with the percentage of students who reach the state goal and proficiency standards. Assessment results also indicate levels of achievement in important knowledge and skills in the areas of mathematics, reading and writing. This assessment also includes science at grades 5 and 8.

There are five levels of achievement on the CMT4 with level '5' the highest and level '1' the lowest. Goal includes levels 4 and 5 and proficiency includes levels 3, 4, and 5. The proficient level monitors Annual Yearly Progress for purposes of the No Child Left Behind national data collection. The CMT is administered during the spring of each school year to students in grades 3 through 8.

Comparing same grade to state goal level: (a more comprehensive school improvement report related to CMT4 results will be provided to the Board at the September 17th meeting).

Grades 3, 4, and 5: below the state goal in math, reading and writing

Grade 6: above state goal in math and below in reading and writing

Grade 7: above state goal in math and reading and below in writing

Grade 8: above state goal in math, reading, and writing

Comparing the same class over time: The most useful information derived from CMT4 results is the tracking of trends in student progress. For example, we are able to monitor the same class of students over the grades. This information helps us to determine whether a specific class (same students) is learning what we expect them to learn and at what level of performance. A significant difference in scores is 12 or more points.

Each class is unique, consisting of students with specific interests, learning styles, and abilities all of which impact overall assessment results.

Present grade 4: significantly improved in math, improved in reading, and a significant decline in writing

Present grade 5: significantly improved in math, maintained in reading and declined in writing

Present grade 6: significantly improved in math and reading and significantly declined in writing

Present grade 7: improved in math, significantly improved in reading and declined slightly in writing

Present grade 8: improved in math and reading and significantly improved in writing.

Director of Curriculum,=, Joan Follo asked the board to please keep in mind the statistics become more important when they hit the 15% level. Christopher Manna asked if all day kindergarten would have an effect, and Mrs. Follo confirmed. Mrs. Follo stated they spend a great deal of time looking at the Kindergarten curriculum looking at what they cannot teach.

Mrs. Follo stated RtI and Storytown will help in the areas needing improvement. She reminded the Board the results will not be seen for 3-5 years. Superintendent Schoonmaker stated the District needs to follow the first grade class over the next few years to know the complete impact. There are many plans in place for improvement. Chairwoman Prunier thanked Mrs. Follo for her honesty in areas needing improvement. Superintendent Schoonmaker stated that the September Board of Education meeting will go into more depth as to what is needed to improve in shortage areas and will issue a formal report.

EXHIBIT M

j. Reporting Student Progress (RSP) Update

RSP is at different levels of implementation at each school level. During the 2008-2009 school year, grades K-5 completed all prerequisite work for implementing a standards-based report card (SBRC), i.e. pacing guides, benchmark assessments, common assessments, RtI schedule, RtI teams, etc. In addition, the K-5 standards-based report cards were developed, as well as a parent guide and teacher guides for use with the SBRC. During the 2009-2010 school year, grades K-5 will implement a trimester SBRC. During 2009-2010 the high school retained their present way of grading and piloted a standards-based reporting system with grade 11 students. The middle school continued their research regarding Best Practice for standards-based reporting. There is limited scientifically based literature on the use of standards-based reporting at both the middle and high school levels. Chairwoman Prunier asked to see a generic sample of the report cards before they are sent out.

EXHIBIT N

k. Response to Intervention (RtI) Update

The RtI model uses student data to identify the needs of individual and groups of students. In collaborative groups (Professional Learning Communities), teachers plan specific teaching and learning strategies to accommodate student needs as determined by the data. These planned interventions are implemented for specified periods of time and student learning is reassessed. During the 2008-2009 school year, grades K-5 fully implemented RtI while the middle and high school are at the beginning stages with researching, attending training sessions, observing in other districts, consulting with leaders in the field, and developing and implementing initial plans. All schools will fully implement RtI in Lanaguage Arts, Math and Behavior by the 2011-2012 school year.

The behavior component of RtI will incorporate the tenants of Responsive Classroom in the early grades and the Positive Behavior Support (PBS) in middle elementary through high school.

EXHIBIT O

Bonnie Symansky asked why there is no RtI for science. Mrs. Follo stated the district is following State guidelines for implementation and the Science portion will be implemented in the future.

l. Summer Camp Program

The Summer of '09 was a very successful summer with 449 campers attending camp. This year the camp ran for a total of seven weeks. Attached is a report from Camp Director, Tippi Chupron, detailing the events of the summer. Superintendent Schoonmaker noted the District has just wrapped up a very successful summer camp. He noticed the children coming with smiles and leaving with smiles. The District is putting an emphasis on cleaning and organizing

for the beginning of school. The Superintendent acknowledged the building administrators for welcoming, not only the Board of Education camp, but also the Park and Recreation camp into their buildings.

EXHIBIT P

VI. Committee Reports

The Board of Education will review and take possible action on committee reports.

a. Negotiations - Don Winnicki stated he has had a meeting with the Paraprofessionals and has two more meetings in September. Nancy Lappie asked if the Paraprofessionals are in a Union. Don Winnicki replied "yes".

b. Budget – Don Winnicki stated it is very early in the year and there is not a lot of action at this time. Nancy Lappie asked about the \$156,000 returned to the Town. Superintendent Schoonmaker stated the funds were returned with the idea of them being earmarked as educational funds. There has not been a meeting with Town Manager Brannigan on this subject and the auditors need to be consulted.

The Superintendent provided the Board with a copy of the August 1 financial statement.

EXHIBIT Q

c. Operations – Nothing at this time

d. Curriculum – Discussed in detail earlier

e. Pension – Don Winnicki stated there was a pension meeting in August with discussion on additional modifications in portfolios to take advantage of some opportunities that may present themselves. A representative from Morgan Stanley, who attended the meeting will look further into the potential opportunities and will make a concrete recommendation to the board.

f. Policy – Will meet early September

g. ACES – Nothing at this time.

h. Strategic Planning – Goals of the District were updated at the Administrative retreat.

i. Building Committee – Bonnie Symansky stated things are moving ahead quickly. The gym, locker rooms and weight room may not be ready for the beginning of school. She stated the science rooms are state of the art and a new gym floor has been installed. Principal Davis noted there has been a flurry of activity. Much of the work is finished, there are details that are remaining. Principal Davis stated NBIS is guaranteed to open on the first day of school. He anticipates the staff will be excited to see the new building. Many areas of the building are state of the art. Nancy Lappie asked what percent of the building is ready and Principal Davis answered only the new 6th grade wing and some unified arts classes are not finished. He anticipates them to be online by January or February of 2010. Chairwoman Prunier confirmed with Principal Davis that they had a plan for the gym classes. Superintendent Schoonmaker stated the project had been pushed back briefly due to an abatement issue. Bonnie Symansky stated Nafis and Young has done a great job. Superintendent Schoonmaker noted the administration has to be flexible once the building is turned over to us and the teachers will begin to unpack. Principal Davis noted teachers supplies will be in their rooms and they will not need to lift any heavy equipment. Chairwoman Prunier stated perfect planning.

- j. Calendar Committee – Nothing at this time.
- k. Transportation/Bus Safety Committee – Nothing at this time.
- l. Communication – Nothing at this time.

VII. New Business

Related only to items removed from the Consent Agenda.

VIII. Visitors and Press

IX. The next regular Board of Education meeting is scheduled for Thursday, September 17, 2009.

x. Motion to adjourn made by Chairwoman Prunier and seconded by Bonnie Symansky at 8:08 pm.

CHAIRWOMAN PRUNIER	AYE
VICE CHAIR ONOFRIO	AYE
SECRETARY LAPPIE	AYE
CHRISTOPHER MANNA	AYE
BONNIE SYMANSKY	AYE

MOTION CARRIED 5-0

Respectfully Submitted,

**Kimberly Neubig
Acting Board Secretary**