

**REGULAR MEETING
EAST HARTFORD BOARD OF EDUCATION**

**MONDAY,
DECEMBER 1, 2014**

A Regular Meeting of the East Hartford Board of Education was held on Monday, December 1, 2014, at the Connecticut IB Academy, 857 Forbes Street, East Hartford, CT. The meeting was called to order at 7:00 PM by Chairman Jeffrey Currey.

PRESENT Chairman Jeffrey Currey, Tom Rup, Marilyn Pet, Dorese Roberts,
Valerie Scheer, Christopher Gentile, Stephanie Watkins, Tyron Harris

ABSENT Secretary Bryan Hall

ALSO PRESENT Nathan Quesnel, Superintendent of Schools
Cynthia E. Ritchie, Assistant Superintendent of Elementary Curriculum
Anne Marie Mancini, Assistant Superintendent of Secondary Curriculum
Christopher Wethje, Director of Human Resources
Paul Mainuli, Director of Business Services
Al Costa, Director of Facilities
Natalya Robinson, Jazmin Rampassard, Student Representatives

AMENDMENTS TO AGENDA - None

APPROVAL OF MINUTES

MOTION By Dorese Roberts
Seconded by Tyron Harris
To approve the following Minutes, *as corrected*:
Regular Board Meeting, November 17, 2014
Under New Business **to create a Consent Calendar to include Items 4-15.**
Page 2: remove items 16 – 18
Page 6: Under New Business: To refer to the Policy & Audit Committee
Items 4-15 placed on this evening's **Consent Calendar.**
Motion unanimously carried.

WRITTEN COMMUNICATIONS TO THE BOARD - None

STUDENT REPRESENTATIVES REPORTS

Natalya Robinson, Jazmin Rampassard, Student Representatives

- 12/1 – Winter sports begin today;
- 12/2 – 6:00 PM EHHS gym – Fall sports night;
- 12/4 – Life After High School – 6:00 PM;
- 12/11 – National Honor Society Induction 6:30 PM;
- 12/12 – Progress reports available – home access center;
- 12/17 – Winter Concert 7:00 PM;
- 12/18 – PTO meeting 7:00 PM;
- 12/19 – Polar Express 5:00 PM

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PUBLIC PARTICIPATION - None

INFORMATIONAL REPORTS

Human Resources/No Action Required

Chairman's Report – Jeffrey Currey

- Hope everyone had a happy and safe Thanksgiving;
- 11/20 – attended a very productive shared services meeting with the Town Council – thank you to the Town of East Hartford;
- Public Hearing on Proposed Budget for 2015-16 was held this evening. No one from the public was present.

Superintendent's Report – Nathan Quesnel

Status of the Schools: My visits to schools continue to showcase and exhibit the hard work being put in by teachers, administrators and most importantly students across all levels. I visited Stevens Alternative High School with Anne Marie two weeks ago and participated in an interview that was being taped to be potentially played at the upcoming Heisman Trophy presentation. I witnessed the incredible turnaround going on at Synergy under the leadership of Dr. Outhouse. Three years ago, the Board commissioned me to begin a massive overhaul of our alternative high school and work towards a program with quality outcomes for kids. As I spoke to the students and listened to the various options they were experiencing throughout their school day, including an opportunity to take classes at both Asnuntuck and Manchester Community College, I believe that this vision is in the works.

This week marks the beginning of our elementary and middle school parent conferences. For all of our parents who have signed up for a conference, we sincerely appreciate you coming to talk to our team about how we can continue to serve your child. If you have not already done so, please contact your child's teacher or principal to schedule an appointment. We will work hard to get you in. We appreciate your partnership in this process and can't wait to have you in our schools!

Updates from the District:

Head Start Grant Process: We submitted the Head Start grant on November 24th and are very appreciative to the team we had in place, including our building principal, Melinda Grunert and Literacy Consultant, Micki Boccaccio, also, congratulations to Cynthia Ritchie. This grant focuses on Head Start as a part of a multi-component of an Early Childhood Center (ECC) that is innovative and truly meets the needs of our district at multiple levels. We expect to hear from the Federal Government on this grant in April and are in eager anticipation. Tonight, Elementary Schools Assistant Superintendent Ritchie will be giving a brief overview of the grant. We are looking forward to discussing and working on this with the members of the Board on this exciting project.

EHHS Celebration of Excellence: We hosted the AP Celebration of Excellence at EHHS last week to honor our scholars who have taken and successfully passed AP exams. We have worked

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hard to develop a comprehensive AP program with multiple classes and opportunities for a variety of students. Our goal is to both increase AP enrollment and increase the numbers of students who successfully pass the culminating AP exam. Each student received a check for \$50 for each exam passed (over \$8,000 handed out) and it was thrilling to see our kids coming back

from college to collect this scholarship with their families. This event, funded by Pratt & Whitney, is a great example of the student talent and quality programming our district offers.

Staff Spotlight Awards: I had the opportunity to deliver our two Spotlight Awards (certified and non-certified) to our district teachers. This quarter we recognized longtime Langford Para Bev Morin and Pitkin Teacher Penny Romak. These two staff members have a long distinguished history of service to East Hartford kids. It is always a rewarding experience to recognize the EHPS staff who work so hard to make a difference. Both staff will be featured in the upcoming Superintendent's newsletter.

Budget: The Superintendent's budget was submitted to the BoE for review on 11/26. The proposed budget has been carefully designed to both promote the vision of the district as Schools *that are the Pride of our Community* as well as strategically deliver a quality learning experience for *Every Child, Every Day*. While the proposed budget nets out at **\$90,372,797, 3.6%** over the current year adopted budget, please note that this budget reflects no new staffing, programming or resources. Rather, this budget reflects significant reductions in multiple areas in an attempt to offset required increases of district contractual obligation and other associated necessary costs. In addition, also included is a summary of the Town appropriation and additional funding sources that result in a total operating budget of **\$96,046,057**. We hope that this inclusion as well as several other formatting changes will help both you as policy leaders and our entire community understand the value of a high quality education in East Hartford. Superintendent Quesnel further noted this is the lowest Superintendent's budget in nearly a decade.

As clarified in the transmittal letter, several large financial drivers in our operating costs have little room for decision making or reduction. Leading these drivers are contractual increases for all bargaining groups, including the 1.0% increase with no step for teacher salaries which amounts to \$391,792. Additionally, Other Post Employment Benefit (OPEB) costs are projected to increase over \$670,000 based on recommendations from the Town from actuarial recommendations. Student transportation accounts also present a significant increase to the Board budget as we continue to mitigate the large and growing demands of the district. Most notably, the transportation accounts are increased by \$500,000 to account for the 1,200 special education students, many with intensive transportation needs. A re-occurring increase in the budget appears for Debt Service of \$761,568 for the Johnson Controls energy project as the district has managed to pre-pay this cost in the past. A projected increase of \$197,991 is included for the Utility/Electric accounts based on the recent publicized increase of electricity costs (pending the state's Public Utilities Regulatory Authority (PURA) final approval of the rates). Finally, Magnet School tuitions have increased by \$500,000 to capture continued escalation of East Hartford students attending area magnet schools (1,049 students as of 10/1/14). Specifically, there are over (58) new students attending CREC Magnet schools this

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year, including (28) new students joining the existing 61 who enrolled at the Two Rivers High School.

Good News Report: EHPS Annual Report: Community Awareness Day EHHS: Several articles in the Hartford Courant recently captured Community Awareness Day at EHHS. This event provided our students with an excellent opportunity to both better understand the community of our school but town as well. Under all the opportunities for our kids were the

constant themes of leadership, involvement and service. I am especially appreciative of the work EHHS teacher Sarah Barry put forward to make this day a great success.

Next Steps:

- BoE Workshops: 5:30-7:30 Third floor BoE
 - Session 1: 12/4
 - Session 2: 12/8
 - Session 3: 12/10 (Joint Board/Council Meeting)
 - BoE Adoption of Budget (Tentative 12/15)

Parent/Community Engagement

Cynthia Ritchie, Assistant Superintendent of Elementary Curriculum

Anne Marie Mancini, Assistant Superintendent of Secondary Curriculum

A PowerPoint presentation **Engaging Families & the Community** was given, stating everything we do is centered around our District Improvement Plan. East Hartford educators follow the six expectations; i.e., Expectation 1 – Expect student achievement; Expectation 2 – Align system and operational efforts; Expectation 3 – Foster talent and competence; Expectation 4 – Nurture a solution based culture of safety and engagement; Expectation 5 – Build family and community relationships and Expectation 6 – Insist on Results.

A \$43,000 grant from the Hartford Foundation for Public Giving will allow us to focus on building family and community relationships. Major point of emphasis will be family engagement “linked to learning”. Staff and families must see themselves as “equal partners”.

We are hoping to get 125 families involved. Meals will be supplied at each workshop.

Parents as Partners in Achievement (PPA) University – Phase 1 of the PPA Program Development is happening now. Fall 2014 - Winter 2015 we will conduct research and ID programs; Phase II: Pilot Program in Spring 2015 – we will facilitate programs for Cohort 1; Phase III: PPA Sustainability – we will work on sustaining the program for Summer 2015 - Spring 2016. We will develop partnerships, engage additional families and community use newly trained participants as leaders, and hire parent liaisons for each school.

PPA University: U for Youth Program – parents of students in grades K, 1, & 2 will participate in workshops for literacy development. Schools targeted are Norris, Silver Lane, Pitkin, Hockanum, Mayberry and Langford. Parents and students will participate one evening per week. It will consist of 18 events over three months. The content of literacy instruction will be aligned

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to what takes place during the school day. The goal is to make parents aware of how to further support their child’s literacy development at home. We have provided incentives to families: families who attend all three events at a given school will be eligible to win an iPad that includes literacy applications.

A U for Youth Program schedule has been decided: 4:30-4:45 – Welcome & Goal Overview; 4:45-5:30 – Dinner for parents and children; 5:30-6:15 – Educational Workshops and Education & Movement Games; 6:15-6:45 – Family Literacy Activity and Closing Remarks.

We are very excited to offer this program to the families and children of our district.

OLD BUSINESS

1. Policy 1250 – Visits to the Schools

MOTION

By Dorese Roberts
Seconded by Tyron Harris
To **remove from table** Policy 1250
Motion unanimously carried.

By Tyron Harris
Seconded by Dorese Roberts
To **approve** Policy 1250
Motion unanimously carried.

2. Policy 1316.2 – Civility (Community Relations)

MOTION

By Tyron Harris
Seconded by Dorese Roberts
To **remove from table** Policy 1316.2
Motion unanimously carried.

By Dorese Roberts
Seconded by Tyron Harris
To **approve** Policy 1316.2
Motion unanimously carried.

3. Policy Policy 3410 – System of Accounts

MOTION

By Tyron Harris
Seconded by Dorese Roberts
To **remove from table** Policy 3410
Motion unanimously carried.

By Tom Rup
Seconded by Dorese Roberts
To **approve** Policy 3410
Motion unanimously carried.

4. Policy 4118.11/4218.11 - Nondiscrimination

MOTION

By Dorese Roberts
Seconded by Tyron Harris
To **remove from table**
Policy 4118.11/4218.11
Motion unanimously carried.

By Marilyn Pet
Seconded by Tyron Harris
To **approve** Policy
4118.11/4218.11
Motion unanimously carried.

5. Policy 5144.4 – Physical Exercise and Discipline of Students

MOTION

By Dorese Roberts
Seconded by Tyron Harris
To **remove from table** Policy 5144.4
Motion unanimously carried

By Tyron Harris
Seconded by Dorese Roberts
To **approve** Policy 5144.4
Motion unanimously carried.

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6. Policy 5145.53 – Civility (Students)
MOTION By Dorese Roberts By Valerie Scheer
 Seconded by Tyron Harris Seconded by Dorese Roberts
 To **remove from table Policy 5145.53** To **approve Policy 5145.53**
 Motion unanimously carried. Motion unanimously carried.

7. Policy 6141.311 – Limited English Proficiency Program
MOTION By Valerie Scheer By Tyron Harris
 Seconded by Stephanie Watkins Seconded by Tom Rup
 To **remove from table Policy 6141.311** To **approve Policy 6141.311**
 Motion unanimously carried. Motion unanimously carried.

8. Policy 6142.63- Aquatic Activity Safety (Pool Safety)
MOTION By Tom Rup By Stephanie Watkins
 Seconded by Valerie Scheer Seconded by Tom Rup
 To **remove from table Policy 6142.63** To **approve Policy 6142.63**
 Motion unanimously carried. Motion unanimously carried.

NEW BUSINESS

Resignation

MOTION By Dorese Roberts
 Seconded by Tyron Harris
 To approve the following **Resignation:**
 1. Megan Dannaher, Family Resource Coordinator, effective 11/14/14
 Motion unanimously carried.

Head Start Grant

MOTION By Dorese Roberts
 Seconded by Tyron Harris
 To approve the Head Start Grant which will serve as one of the funding sources for the newly proposed East Hartford Early Childhood Center (ECC) Head Start Program.
 Motion unanimously carried.

Thank you to everyone for sending in letters of support.

Board of Education Business Calendar, 2016 and 2017

MOTION By Stephanie Watkins
 Seconded by Tyron Harris
 In accordance with the Board of Education Bylaw 9321, the Board of Education shall set a calendar of regular meetings for a two-year period for 2016 and 2017 Board of Education Business Calendars as presented at the December 1, 2014 Regular Meeting of the Board.
 Motion unanimously carried.

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Board of Education Committee Assignments

MOTION By Dorese Roberts
Seconded by Tyron Harris
To approve the Board of Education Committee Assignments as presented at the December 1, 2014 Regular Meeting of the Board.
Motion unanimously carried.

Certified Staff Members Use of Employee Sick Bank - Woodland

MOTION By Tyron Harris
Seconded by Dorese Roberts
To approve the donation of sick time to a certified staff member.
Motion unanimously carried.

Certified Staff Members Use of Employee Sick Bank - Goodwin

MOTION By Tyron Harris
Seconded by Dorese Roberts
To approve the donation of sick time to a certified staff member.
Motion unanimously carried.

To Refer Policy 6153 to the Policy & Audit Committee for Revision

MOTION By Stephanie Watkins
Seconded by Dorese Roberts
To refer Policy 6153 Field Trips and Excursions to the Policy & Audit Committee for revision.
Motion unanimously carried.

Board Member Representative Reports

Tyron Harris – (1) attended a PTO meeting at EHMS; parents are fundraising for a holiday drive;

Dorese Roberts – attended the Manchester/East Hartford football game;

Stephanie Watkins – (1) attended the AP Awards Ceremony; (2) attended the CREC Council meeting;

Marilyn Pet – attended the Marsh Mellow Challenge at O'Brien Schools – both children and parents participated in the event.

Valerie Scheer – attended the shared services meeting at Town Hall

Thank you to Hilda Munoz for her time within the East Hartford school district.

Questions and Concerns by Board Members - None

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Topics for Future Agendas - None

MOTION

By Marilyn Pet
Seconded by Valerie Scheer
To adjourn the Regular Meeting of the Board (8:20 PM)
Motion unanimously carried.

Recorded by: Donna Fitzgerald

APPROVED BY BOARD OF EDUCATION