

BOARD OF EDUCATION MEETING

March 2, 2015

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
X	X	X	X	X	X	X			X	X	I. Call to Order - Roll Call of Members	
											The meeting was called to order at 6:45 p.m.	
											II. Pledge of Allegiance	
											III. Roll Call of Members	
X	X	X	X	X	X	X			X	X	PRESENT at this Regular Meeting of the New Britain Board of Education held at New Britain Educational Center.	
											Mrs. Beloin-Saavedra stated that Mr. Sanders was still recovering from his illness. Ms. Sanchez was excused from the meeting.	
											ADMINISTRATORS PRESENT: Dr. Carabillo, Mr. Stacy, Mr. Kane, Mr. Moore, Mr. Salina, Ms. Bruemmer, Mr. Prokop, Ms. Perez, Mr. Pina, Ms. Sanders, Ms. Harris, Mr. Reyes, Mr. Verdi, Ms. Arcari, Mr. Chambers, Mr. Fernandes, Ms. Lickwar, Mr. Pinchera, Mr. Mayette, Mr. Miramant, Ms. Sarra.	
											IV. Meditation	
											Mrs. Beloin-Saavedra urged everyone to keep Mr. Sanders in their thoughts and prayers and wish him fast recovery.	
											V. Public Participation	
											None	
											VI. Student Participation - Juan Sierra and Julie Taing	
											Juan Sierra, a junior at NBHS, said that he had a chance to look through Board Agenda and he was happy to see the proposals for more computers and technology in the District. He added that he was 100% supportive of those proposals. Electronics definitely benefit students and assist them with their education. Mr. Sierra said that anything the Board can do to help students, will be highly appreciated.	

Mrs. Beloin-Saavedra
 Mr. Davis
 Mr. Gay
 Mrs. Greco
 Mr. Mercier

Mr. Pina
 Ms. Sanchez
 Mr. Sanders
 Ms. Rodriguez
 Ms. Rosado

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											VII. Principal Presentations (6 minutes per person) - Slade Middle School Mr. Reyes, Principal at Slade Middle School, gave an overview of Slade Campus Improvement Plan. He stated that staff at Louis P. Slade Middle School will promote and sustain a culture encouraging the highest educational standards for all students. By using current research and student data, the school staff will differentiate instruction to actively engage all students in the learning process. The school staff will build the capacity for administrators, faculty, parents and students to improve academic achievement in a safe and supportive environment that equips all students with the necessary skills and knowledge to further their education at the secondary level and to be productive citizens in a global community. He said that the school leadership consists of Principal, Assistant Principal, Lead teachers (grades 6,7,8), Pupil Services, Unified Arts, Dean of Students, Security, Custodians. There are 782 students at Slade Middle School. Mr. Reyes stated that the strategy for Goal 1 was that the learning community will create a school wide positive learning climate in which all staff members will be responsible for focused contributions toward the district's vision, mission and goals. <u>Action Steps</u> are: <ul style="list-style-type: none"> - review and revise school's vision and mission for 6-8 school - conduct morning announcements that reinforce school's vision, mission, goals and well managed classroom expectations. - review district's academic updates to ensure compliance/shared understanding with initiatives, academic and social emotional progress - meet with teacher teams on a scheduled rotation to ensure student progress towards goals - weekly lead teacher, data team and vertical team meetings enabling collaboration across disciplines and grade levels <u>Goal 2 strategies:</u> The learning community will: <ul style="list-style-type: none"> - establish and grow a strong professional team to improve teaching and learning - articulate and implement a core instructional program with a challenging standards-based curriculum and high expectations for students - use assessment, data systems and accountability strategies to improve adult practice and student achievement <u>Action Steps:</u> <ul style="list-style-type: none"> - data teaming and common plan time - implementation of specialized instruction and Tier 3 interventions (progress skill monitoring), Read 180, System 444, Reality Central - effective student/teacher scheduling practices - lead teacher PowerSchool scheduling and assessment report 	

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											<p>analysis</p> <ul style="list-style-type: none"> - use of PowerTeacher/PowerSchool/NWEA/Word study/Match fluency data progress monitoring - implement and refine development and evaluation systems for teachers (IDRIVE) - professional development for teachers - response to intervention team plan time - English Language Development - English Language Acceleration - link student performance goals to teacher evaluation <p><u>Measurable outcomes:</u></p> <ul style="list-style-type: none"> - 48% of Slade students scored in the “at or above” in Math on NWEA assessment in October 2014. Target is 55% for May 2015. - 52% of students scored in the “at or above” in Reading on NWEA October 2014 assessment. Target is 60% for May 2015. - 55% of students scored in the “at or above” in Language usage on NWEA in October 2014 assessment. Target is 62% for May 2015. <p><u>Goal 3 strategies:</u></p> <ul style="list-style-type: none"> - establish, implement and monitor a school-wide positive behavior support system that includes effective Tier 1, Tier 2 and Tier 3 proactive behavior supports - education leaders distribute responsibilities and supervise management of the building facilities and practices so that the environment is conducive to learning - establish and infrastructure for finance and personnel that operates in support of teaching and learning <p><u>Action Steps:</u></p> <ul style="list-style-type: none"> - effective schools shared leadership model (establish process for monitoring and adjusting attendance; weekly school attendance committee meetings; RTI Team meetings; weekly lead teacher meetings; weekly custodial meetings) - safe school climate/positive behavior system (universal BESS assessment; well managed classroom expectations model; reform current in school suspension model) - coordination of delegated leadership (lead teachers, 092 program participants) - access and realignment of human capital: class sizes - recruit, support and retain high quality educators to maximize student learning - social skills forums <p><u>Measurable Outcomes:</u></p> <ul style="list-style-type: none"> - reduce the number of students with chronic absenteeism by 10% - reduce the number of OSS incidents by 10% - target goal: decrease Tier 3 population by 5% to 24% by June 2015. 	

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											<p><u>Goal 4 strategies:</u></p> <ul style="list-style-type: none"> - ensure the success of all students by collaborating with families and other stakeholders - respond and contribute to community interests and needs to provide high quality education for students and their families - access resources in conjunction with other organizations and agencies to provide critical resources for children and families <p><u>Action Steps:</u></p> <ul style="list-style-type: none"> - communicate clear expectations to all stakeholders about district and school expectations and goals - collaborate and engage families in the educational process to support student learning - partner with community agencies to provide resources to assist families and support student learning - parent portal access - parent/student handbooks - development of fine arts program - development of intramural sports program - development of interscholastic sports program - development of pre-engineering programming/CPEP - fundraising/collections sponsoring community agencies <p>Mr. Verdi gave an overview of Time collaborative. He said that there will be following <u>changes for students:</u></p> <ul style="list-style-type: none"> - 224 additional school hours - school day will be from 8:00 to 4:23 (increase of 1 hour and 23 minutes four days a week) - every student will receive 43 minutes of daily enrichment - individualized student instructional planning and placement - every student will receive a 43 minute period of student advisory - community service/volunteer/peer mentor <p><u>Changes for teachers:</u></p> <ul style="list-style-type: none"> - staggered teacher schedule four days/week - staggered teacher shifts: shift 1: 8:00 - 3:00, shift 2: 9:30 - 4:30 - 7 period teaching load - 6 academic, 1 intervention/acceleration/enrichment/collaboration - weekly student advisory period - creating additional common formative assessments to drive instruction - additional acceleration/intervention/enrichment class <p>Mr. Reyes and Mr. Verdi answered all the questions from the Board.</p> <p>- Pulaski Middle School</p> <p>Ms. Wanda Lickwar, Principal of Pulaski Middle School, gave a presentation on Pulaski Middle School campus improvement plan. She said that Slade and Pulaski schools do their planning together. The schools went through many schedules and compared them to other districts as well. The schedule for Pulaski and Slade schools</p>	

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											<p>looks the same. Ms. Lickwar stated that if the school will extend the day, then the school will be able to provide acceleration and enrichment for all students. Ms. Lickwar gave an overview of NWEA assessment for grades 6,7 and 8 for Math, Reading and Language Usage for Tier I, Tier 2 and Tier 3. In regards to NWEA student growth from Fall to Winter the results were as follows:</p> <ul style="list-style-type: none"> - Math: grade 6-56%, grade 7 - 66.7% and grade 8 - 51.6% - Reading: grade 6-68.4%, grade 7- 69.4% and grade 8-59.1% - Language Usage: grade 6-58.9%, grade 7-65.8% and grade 8-66.9% <p>Ms. Lickwar said that the percentage of ELD students that met or exceeded typical growth from Fall to winter NWEA assessments was:</p> <ul style="list-style-type: none"> - Math: grade 6-37.8%, grade 7-75% and grade 8-44.7% - Reading: grade 6-54.1%, grade 7-69.4% and grade 8-44.8% - Language usage: grade 6-48.6%, grade 7-58.3% and grade 8-55.3% <p>Ms. Lickwar added that professional development was going well at school and it was nice to have an access to the coach. She believed that professional development followed by implementation and coaching was very effective.</p> <p>Mr. Mayette, Assistant Principal at Pulaski Middle School, gave an overview of behavioral data. He said that the school was very proud of that data. The numbers of ISS and OSS were decreased. Mr. Mayette added that there was Saturday detention implemented at Pulaski school and so far it was very successful. Ms. Lickwar and Mr. Mayette answered all the questions from the Board.</p> <p>- Northend Elementary School</p> <p>Dr. Nicole Sanders, Principal of Northend Elementary School, gave an overview of Northend school campus improvement plan. She said that strategy for Goal 1 is that the learning community will create a school wide positive learning climate in which all staff are responsible for focused contributions toward the district's vision, mission and goals.</p> <p><u>Action Steps:</u></p> <ul style="list-style-type: none"> - Northend faculty handbook which outlines policies and procedures - monthly grade level newsletter - weekly Monday bulletin from principal to staff to communicate and share upcoming events, timelines, and expectations aligned with school's mission and vision - establish leadership team - identify teachers to participate on leadership team - identify core areas to improve teacher morale - distribute and review district's monthly academic update 	

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											<p><u>Strategies for Goal 2:</u> the learning community will:</p> <ul style="list-style-type: none">- establish and grow a strong professional team to improve teaching and learning- articulate and implement a core instructional program with a challenging standards-based curriculum and high expectations for students- use assessment, data systems and accountability strategies to improve adult practice and student achievement <p><u>Action Steps:</u></p> <ul style="list-style-type: none">- data teaming with SmartStart education consultant- informal and formal observation using revised CCT rubric and explicit phonics walkthrough protocol- pilot co-teaching model in grade 4- school based intervention: leveled literacy program and SmartStart reading tutors- monthly RTI meetings- site based professional development for curriculum, instruction and assessment <p><u>Measurable Outcomes:</u></p> <p>Spring 2015 target</p> <ul style="list-style-type: none">- whole school - NWEA Reading-52% of students at/above proficiency and 23% in LoBand- Sped population - 28% of students at/above proficiency and 40% in LoBand- ELL population - 27% of students at/above proficiency and 59% in LoBand <p><u>Goal 3strategies:</u></p> <ul style="list-style-type: none">- establish, implement and monitor a school-wide positive behavior support system that includes effective Tier 1, Tier 2 and Tier 3 proactive behavior supports- education leaders distribute responsibilities and supervise management of the building facilities and practices so that the environment is conducive to learning- establish an infrastructure for finance and personnel that operated in support of teaching and learning <p><u>Action steps:</u></p> <ul style="list-style-type: none">- Klingberg on-site therapeutic sessions- positive behavior system- responsive classroom: morning meeting- school-wide behavior matrix- school-wide check in/check out program- weekly attendance committee meetings <p><u>Measurable outcomes:</u></p> <p>As of February 10, 2015 16% chronic absenteeism. Spring 2015 target - 9% chronic absenteeism. Northend will reduce the number of students with chronic absenteeism by 5%. Northen will maintain current status of in school suspensions/out of school</p>	

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											suspensions. <u>Goal 4 strategies:</u> - ensure the success of all students by collaborating with families and other stakeholders - respond and contribute to community interests and needs to provide high quality education for students and their families - access resources in conjunction with other organizations and agencies that provide critical resources for children and families <u>Action steps:</u> - neighborhood canvassing (Fall and Spring) - monthly PTA/school governance council - establish parent 10 hour volunteer policy - parent workshops during report card conferences - school wide celebrations - attendance meetings and incentives - mega-education incentives Dr. Sanders explained that the pilot of co-teaching in 4 th grade included 54 students, 26% receive special education services. The frequency is three times per week for 1.5 hours. Literacy rotations: guided reading, explicit phonics instruction, modified Journey's curriculum, independent reading and written responses. Response to intervention "All Hands on Deck" is a whole school initiative and involves classroom teachers, reading teachers, special education teachers, SmartStard reading tutors, school social worker and para-educators. The frequency is three times per week for 40 minutes. Each grade level has their own RTI block. Every student is placed in RTI group based on current levels of functioning. Groups consist of reading intervention, writing enrichment and a 5 th grade leadership council. Dr. Sanders stated that currently there are 8 students and their families that are involved in site-based clinic and 10 students are receiving additional services through 1003a grant. And there are 15 students that participate in check in and check out program. Dr. Sanders answered all the questions from the Board.	
Motion Second Ayes	X	X	X	X	X	X	X	X	X	X	VIII. Information Sharing - Attendance Report - Suspension Data - Budget Update (transactions, explanation of transactions, check register - specify the month preceding, year-to-date summary of all budgets, pending contracts) - Class Size Report Mr. Salina gave an update on class size report. He said that the kindergarten levels at Smalley Academy were still high. There might be a potential need for additional substitute teachers to help minimize class sizes at kindergarten level. There is not enough room to make another classroom. Mr. Salina answered all the	MOTION CARRIED

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
											questions from the Board. Mr. Kane gave an update on financial reports as of February 24, 2015. He said that the District had the same concerns. One of them was outside tuition. The District is over by \$200,000. The majority of it pertains to Magnet schools tuition. Mr. Kane added that it was an on-going situation. He said that there are always concerns with electricity, heat and gas. Mr. Kane gave an overview of check register as well. The biggest concern was self insurance fund. Projected fund balance as of June 30, 2015 is \$707,187.18, amount funded to-date (prior fiscal year = \$3,470,572.83. Current year is running close to prior year. Mr. Kane answered all the questions from the Board.	
Motion Second Ayes	X	X	X	X	X	X			X	X	IX. New Business DISCUSSION/ACTION 1) Grant Proposal Approval for - Technology Investments to Implement Common Core State Standards and Administer Common Core aligned, Specifically balanced assessments (RFP #813) Mr. Prokop explained that the program addresses the needs of school districts around the state in order to build the capacity to deliver the upcoming Smart Balanced assessment online. Awards are based upon the States' sliding scale for reimbursement for new construction. He said that the grant supports the learning process by providing students, staff and the community access to live and recorded multimedia educational materials.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X			X	X	2) Technology Purchase: NBHS Satellite Careers Academy Mr. Prokop explained that Satellite Careers Academy was awarded a state redesign grant. One of the priorities of this grant is to update the technology in the areas of applied arts. This purchase order will provide applied arts teacher with tools in the area of manufacturing and other STEM related fields. The purchase order is in the amount of \$7,510.23	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X			X	X	3) Acceptance of Grant Award - Educational Reform District K-8 Science Improvement Grant, Year Two Dr. Carabillo explained that the grant is in the amount of \$45,495 and is for the purpose of improving student academic performance in science, science literacy and science numeracy in Kindergarten to Grade 8. The funding source is Connecticut State Department of Education. The item was discussed at the Finance Committee Meeting.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X			X	X	4) Position Specification - Chief Operations Officer Mrs. Rodriguez explained that it was a modified job description. The position specification was presented at Personnel Committee Meeting. The information for the job description is more specific now and reflects all the changes that the position went through over the years.	MOTION CARRIED

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Motion Second Ayes	X	X	X	X	X	X			X	X	5) Position Specification - After School Program Provider Mrs. Rodriguez stated that it was a new job description. Mr. Stacy added that some of the positions that were paid as temporary employees, did not have a job description defining the duties of the position. Mrs. Beloin-Saavedra pointed out that the position had to reflect who the person was reporting to. Dr. Carabillo said that the person would be reporting to Extended School Day Coordinator.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X		X	X	X	6) Position Specification - School Readiness Liaison Mrs. Sarra said that the position had minor revisions that were done with the help of the Coalition for New Britain's Youth. It will be a consultant position and it will be fully funded out of School Readiness Grant. The pay rate will be more competitive due to a consultant fee. Mrs. Sarra answered all the questions from the Board. Mr. Gay expressed his concern with the hours that the person will be working. The position will be a part time one due to lack of funding. It will be challenging to get all work done in fewer hours.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X	X	X	X	X	7) Purchase Order Approval - Laptops/Storage Cart from Dell and Tables and Resources from Red Thread for Financial Skills Lab at NBHS Mr. Mercier explained that the purchase order was presented at Finance Committee Meeting. The 2014-2015 Perkins School Year Grant allows NBHS Academy of Finance to implement a 21 st Century collaboration lab. The Financial Skills La includes new laptops/storage cart and collaboration tables and resources.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X	X	X	X	X	8) Purchase Order Approval - iMacs and AppleCare Protection Plan and Licenses for Room 538 at NBHS Mr. Mercier stated that the item was discussed at Finance Committee Meeting. Mr. Mercier said that he had one concern in regards to the purchase order. He wanted to know relative costs for iMacs versus other products and whether iMacs were the best products to be purchased. The funding source is Perkins grant.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X	X	X	X	X	9) Approve Modified Temporary Employee Wage Classification Mr. Stacy explained that the item was discussed at Personnel Committee Meeting. He said that temporary positions get approved through a variety of grants. There were 51 temporary employee classifications. The Administration is recommending to reduce the number to 30 by putting more structure into those positions. Mr. Stacy answered all the questions from the Board.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X		X	X	X	The motion was made to suspend the rules and add an item to the Agenda.	MOTION CARRIED

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
Motion Second Ayes	X	X	X	X	X	X			X	X	Mrs. Rodriguez made a motion to add an item to the Agenda: a new position request form. The form will specify where the funds are coming from, as well as name, location and the amount of hours the person will be working. Dr. Carabillo stated that there is a large preschool population in the District. Some preschool children have a plan developed for them due to them being identified as developmentally delayed. The District is required by law to have a program for them to enter into by their third birthday. There is currently a number of students that are turning three and there is a need for a self contained special education preschool classroom. The Administration took a look at the resources that already were in the District. There is a district wide preschool teacher that works with the community preschools and also does testing for the District. That teacher is being involuntarily transferred and will be working Monday, Tuesday, Wednesday and Friday mornings at Lincoln school to be a teacher of this particular preschool class. Dr. Carabillo answered all the questions from the Board.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X	X	X			CONSENT/APPROVE Mrs. Beloin-Saavedra asked the Board if they wanted to have any items removed for discussion from Consent/Approve Agenda. The motion was made to approve Consent/Approve Agenda items: 1) Minutes of the Regular BOE Meeting - February 25, 2015 2) Bid Waiver and/or Purchase Order Approval for Virtualization Licensing Renewals - VMWare and Microsoft 3) Bid Waiver and/or Purchase Order Approval - Payment for Services for Science Professional Development 4) Accept a Donation from Webster Bank 5) Accept a Donation from the Coalition for New Britain's Children 6) Accept a Donation - Fran Quish Mrs. Beloin-Saavedra thanked all organizations for their generous donations.	MOTION CARRIED
Motion Second Ayes	X	X	X	X	X	X			X	X	X. Personnel Transactions The motion was made to approve Personnel Transactions XI. Superintendent's Report Mr. Cooper stated that he had a meeting with McGraw Hill (a publishing company) in regards to them designing textbooks specifically to District's needs. Mr. Cooper added that he had a meeting with a President and a Vice President of McGraw Hill and several folks from around the country and they had a discussion in regards to blended learning (training teachers on how they can better utilize various technological options).	MOTION CARRIED

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
											Mr. Cooper said that McGraw Hill is interested in establishing a partnership with the District and assist the District with textbooks and technology purchases. Mr. Cooper pointed out that the Superintendent of Meriden Public Schools was recognized in Education Week magazine for working hard on getting technology into schools in Meriden. Mr. Cooper stated that there is a big push nationally in regards to getting out of high stakes testing. He added that NWEA is not a State mandated testing, it is a District assessment. He pointed out that students can't opt out of this testing. NWEA testing was used as part of teacher evaluation in the District. Mr. Cooper said that there were some problems with administration of NWEA. That issue has been worked on and is corrected now. The District is close to 94% testing rate. Mr. Cooper mentioned Dr. Cummins, ELL acquisition expert from Canada, who did a wonderful overview of language acquisition models. There is a very strong attempt to ask the legislator to adopt one single dual language model for Connecticut. Mrs. Beloin-Saavedra stated that while listening to the State Commissioner testifying in front of the Education Committee last week, everybody acknowledged that the State of Connecticut does not have enough bi-lingual teachers. Connecticut is not producing enough certified bi-lingual teachers to run the programs that people want to see. Mr. Cooper answered all the questions from the Board.	

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											Mrs. Beloin-Saavedra reminded everyone of the upcoming band fundraiser at BFW. The tickets were \$35.00 per person (\$40.00 at the door) and included dinner and jazz music. Mrs. Rodriguez said that she had a chance to visit Northend Elementary School. The students were working on a project and it was very nice to see new and current results of the project everywhere at school. Mrs. Beloin-Saavedra added that there will be a St. Patrick's parade in New Britain in Hartford on March 14, 2015. Members of the Board of Education and Cabinet are invited to participate. She added that Board Members participated in Board Retreat on February 21, 2015. The Board discussed many things and one thing that all Board Members agreed on was doing a District climate survey. The link to the survey was mailed out to the staff and will be open till Friday, March 6, 2015. At 4:00 p.m the survey will be closed and then the data will be compiled and analyzed. The results of the survey will be shared at April Board of Education meeting.	

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Motion Second Ayes	X	X	X	X	X	X			X		<p>Education and it was determined that no changes were needed. The Committee also discussed Board Policy 3-14 - School Attendance policy. Mrs. Sarra and Mr. Vaverchak presented proposed changes to the policy and procedures. Mr. Pina stated that attorney from Shipman and Goodwin was present at Policy Meeting as well and gave the Board a legal opinion on home schooling issue that was brought up to the Board's attention. Next Policy Committee Meeting is scheduled for April 6, 2015.</p> <p>- Curriculum Committee Meeting Mrs. Greco stated that the Curriculum Committee will be meeting on Monday, March 9, 2015 at 5:30 p.m.</p> <p>- Personnel Committee Meeting Mrs. Rodriguez said that Personnel Committee met on Monday, February 23, 2015. Three major items that were discussed at the Committee Meeting were presented on the Board Agenda. Next Personnel Committee Meeting is scheduled for Monday, March 16, 2015 at 5:30 p.m.</p> <p>XIV. Legislative Report</p> <p>XV. Old Business None</p> <p>XVI. Other Business As Permitted by Law None</p> <p>XVII. Adjournment Moved to adjourn. The meeting adjourned at 9:30 p.m.</p>	MOTION CARRIED

Mrs. Beloin-Saavedra	Mr. Pina
Mr. Davis	Ms. Sanchez
Mr. Gay	Mr. Sanders
Mrs. Greco	Ms. Rodriguez
Mr. Mercier	Ms. Rosado

Mrs. Beloin-Saavedra	Mr. Pina
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