

# BOARD OF EDUCATION MEETING

October 19, 2015

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
	X	X	X				X	X	X	X	<p><b>I. Call to Order - Roll Call of Members</b></p> <p style="padding-left: 40px;">The meeting was called to order at 6:35 p.m.</p> <p><b>II. Pledge of Allegiance</b></p> <p><b>III. Roll Call of Members</b> PRESENT at this Regular Meeting of the New Britain Board of Education held at New Britain Educational Center.</p> <p>Mrs. Beloin-Saavedra stated that Mrs. Greco was excused from the meeting and was home recovering from her third back surgery this year.</p> <p>ADMINISTRATORS PRESENT: Dr. Carabillo, Ms. Grega-Mals, Mr. Kane, Mr. Moore, Mr. Salina, Mr. Prokop, Ms. Hill, Ms. Falvey, Ms. Robles, Mr. Fernandes, Mr. Ortiz, Ms. Sarra</p> <p><b>IV. Meditation</b> Mrs. Beloin-Saavedra asked everyone to keep her in their thoughts and their prayers. She added that Mrs. Greco was doing very well, but it was awfully a lot for a person to go through. Mrs. Greco was expected to join the Board at the next BOE Meeting. Mrs. Beloin-Saavedra also mentioned the tragic fire on East Street that took a life of an 11-year-old student from Chamberlain school. It was a very devastating event for Chamberlain school, for the family and for New Britain Community. Over the years the District lost students for various reasons and it is very sad for the District. The Board mourns the loss of the student and certainly the District has done a very nice job in responding to the family, both respecting their need for the privacy, as well as offering a large amount of social/emotional supports to younger children in the family. Mrs. Beloin-Saavedra asked everyone to keep the Townsend family in their thoughts and prayers.</p>	
	X	X	X				X	X	X	X		

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

**V. Public Participation**

None

**VI. Student Participation: Sal Germano and Veronique Wood**

Ms. Wood (her father, Clarence Wood, was a member of Board of Education several years ago), an 11<sup>th</sup> grader at the High School, stated that she is very active at her school. She said that she is in the nursing program and the program is amazing. Mrs. Beloin-Saavedra pointed out that the students are asked to bring to the Board any issues of concern for discussion at the Board Meeting. She added that any comments or input from the students are welcomed.

**VII. Awards:**

**- Mrs. Jessica Leon - DiLoreto School**

Mr. Ortiz presented Ms. Jessica Leon, a 1<sup>st</sup> grade teacher at DiLoreto school. He said that on Friday, October 9, 2015 Mrs. Jessica Leon was a true hero. One of the students at DiLoreto school was drinking water from a water bottle. He did not notice that the cap of the bottle was loosely on and he began to drink. Unfortunately he took a sip of the water and inadvertently swallowed the cap and began to choke. Mrs. Leon notice that the boy was in distress and rushed to his aide thinking the boy was going to spit up, so she ran for the garbage bin and quickly rushed over to the boy. As she assessed the situation the boy showed the symptoms of choking. She quickly patted his back a few times and then began the Heimlich maneuver. After 6 or 7 pumps the boy finally spit up the bottle cap. Mrs. Leon’s quick response and assessment of the situation saved the young man’s life. Both the young man and his mom were truly grateful.

Mr. Cooper presented Mrs. Leon with the certificate of recognition for her heroic actions.

Mrs. Leon said that Friday, October 9, 2015 will mark one of the most important days of her teaching career. It is the day that she will never forget. Mrs. Leon wanted to thank the entire New Britain family and wonderful Administrators for their support. She added that she appreciated the recognition bestowed upon her. She was thankful that everything worked out for the best. Mrs. Leon thanked God for being with her that day. She was extremely grateful that the situation turned out the way it did. Mrs. Leon thanked everybody for their support and admiration.

Mrs. Beloin-Saavedra pointed out that over the years there were many staff members recognized for various acts of heroism in terms of outreach to students, but the Board Room has never been so full of people who came to show their love and support for the teacher and for the students and that speaks volumes for the family atmosphere at DiLoreto school.

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Motion			X								<p><b>VIII. Executive Session</b>  The motion was made for the Board to go into Executive Session at 6:50 p.m. to discuss the Workers Compensation Issue.</p> <p>The Meeting reconvened at 7:15 p.m.</p> <p><b>IX. Presentations</b>  - <b>Overview of Code of Conduct - Nancy Sarra</b>  Ms. Sarra, Ms. Bohlke and Ms. Anderson gave a brief overview on the code of conduct. She added that the document of District’s core values and responsibilities is accessible to staff and families on district’s website. The document was created due to the fact that same behaviors in various school were treated differently. There was a need for common language and common understanding. Now there is a universal core curriculum around aspects of character and habits of mind and there is a building to building calibration as everyone is referring to the same document and utilizing the same information.  Ms. Anderson gave a definition of some key phrases:  - Universal Core Curriculum (The core, Tier 1 Universal Programming)  - Intervention (Beyond the Core)  - Tiered System of Supports (Tier 2 Level Support, Tier 3 Intensive High Level Individualized Support)  - Aspects of Character (Citizenship, Integrity, Respect, Responsibility)  - Habits of Mind (Flexibility, Persistence, Sense of Humor)  - Sanctions (Consequences)  Ms. Anderson stated that the structure of the intervention starts with Tier 1 which includes well-managed classroom skills and creating personal positive interpersonal climates within classrooms and schools. Tier 2 has 20 suggested strategies that can be used for interventions for students that are not successful with the core or Tier 1 instructions (Eg: positive self talk, anger management). For extreme, intense intervention, for Tier 3, there are nine suggested strategies, such as choice making and charting daily student successes. Ms. Anderson added that those Tiers are provided districtwide and they are consistent.  Ms. Bohlke stated that there is a shared responsibility among parent population, student population and teacher population. Everyone has a role to play. Parents should be involved in their student’s lives (attending parent/teacher conferences, making sure the student gets enough rest and has a safe environment). Students should be responsible for language, dress code, attendance, taking care of the technology, being prepared for class and having all the materials. The teachers should be creating an environment that is conducive to learning, differentiation, coming</p>	MOTION CARRIED
Second Ayes	X	X	X			X	X	X	X			

up with engaging lessons and schedules that allow students to know where they are going and to let them know what to expect. All those roles go hand-in-hand and make students successful. Ms. Bohlke gave an overview of bullying, including cyberbullying (definition for policy purposes: “repeat use” or “physical act or gesture”).

One or more students:

- causes harm or damage and/or
- causes fear of harm or damage and/or
- creates hostile environment and/or
- infringes on rights of student(s) and/or
- causes substantial disruption

Reinforced by safe school climate

Ms. Bohlke added that the Safe School Climate Plan could be found on each school’s webpage as well as Parent/Student handbook.

Ms. Anderson said that the last page of CSDNB Core Values and Responsibilities contains a letter that is signed by both a parent and a student. The letter acknowledges that the parent and students have received, reviewed and consent to the document and there is a mutual understanding between the families and the schools.

Ms. Bohlke. Ms. Anderson and Ms. Sarra answered all the questions from the Board.

**X. Information Sharing:**

**- Attendance Reports**

Mrs. Beloin-Saavedra pointed out that the numbers for some of the schools were looking really good, however there were some hot spots as well, such NBHS, New Britain Transitional Center, Alternative Center School. The percentages of chronic absenteeism in those schools were high. Mrs. Beloin-Saavedra stated that DiLoreto school was the best school in terms of the least amount of students that have chronic absenteeism.

**XI. Old Business**

None.

**XII. New Business**

**DISCUSSION/ACTION**

**1. CCJEF and Remembering Dianne deVries**

Mrs. Beloin-Saavedra stated that Dianne deVries passed away of a battle with cancer and she was the lead person for CCJEF movement that began about 11 years ago. Mrs. Beloin-Saavedra added that Dianne was a giant in terms of fighting for public school children and particularly issue of equity, not just the

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
											<p>quality. There was no better voice for that than Dianne deVries. Mrs. Beloin-Saavedra was very sorry to hear of her passing. Mr. Gay said that he met Dianne 8 or 10 years ago when she came to talk about the idea of adequately funding schools and that there is a State constitution that states that it is State's responsibility to provide for the education of children. Dianne deVries told Mr. Gay a lot about the concept of equity and asked him for help to find some parents to be plaintiffs in the law suit. Mr. Gay said that Dianne was one of the most passionate people that he knew. She would really get herself worked up about things at times. She was brilliant, she really understood the whole finance structure in the way that only two or three people in the State understood. Dianne's passing is a real loss. Mr. Gay added that he's got the news that there is a new judge in the case and he ruled in favor in CCJEF on some procedural things. The State had moved that they take the Preschool off the table as the possible remedy and the Judge decided that he will not do that as he wanted to hear the evidence. The trial is scheduled for January 10, 2016. Mr. Gay was hopeful that the trial will move forward, but he was not promising that it will be a quick trial as those trial tend to drag for a while. He added that it will be a shame that Dianne deVries will not be here to see the actual trial. And hopefully CCJEF will be Dianne's legacy. The Board Members and everyone in the audience took a moment of silence in memory of Dianne deVries.</p>	
Motion										X	<b>2. BOE Letter Regarding ELD-ELA vs. Math Position</b>	MOTION CARRIED
Second										X	Mr. Ortiz explained that due to a recent ELD/ELA teacher resignation in the middle school at Frank J. DiLoreto, he was requesting the need to change from an ELD/ELA assignment to a 7-12 grade Math certified assignment. After a thorough analysis of the students numbers, compliance concerns, and building needs, it was determined moving forward that it is in the students' best interest to fill the vacancy in the area of mathematics. Additionally, middle school has the capacity to fill the void of the literacy sections. In order to make this determination, several conversations with Mr. Cooper, Mr. Salina, Dr. Carabillo, Mrs. Cassada and Mr. Kane were discussed. The results of these discussions lead to a meeting with the finance committee. As the result of the finance committee, it was recommended that a letter to the BOE be written explaining the need for such a switch to support the school requirement. It was determined that because it is not a new position, but rather an existing position currently included in the general operating budget, it should not be an issue. Mrs. Beloin-Saavedra stated that the way Mr. Ortiz approached the issue should be the way all Principals should be resolving those issues at their schools. The requests should be coming directly to the Board and the Principals should be trying to meet	
Ayes	X	X	X				X	X	X	X		

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	the most important needs in their schools. Mrs. Beloin-Saavedra pointed out that you have to be able to give something to be able to get something. Mr. Ortiz answered all the questions from the Board. <b>3. Approval of Alliance Grant for Facilities Projects</b> Mr. Moore said that New Britain is eligible to receive through the State Alliance Grant, \$1,710,000 for school buildings and grounds improvement projects. Applications detailing the projects are due at the end of October. One of the biggest improvements that will be done through the grant is the re-paving of Pulaski school driveway. Another big item is Roosevelt school heating ventilation and air conditioning units up on the roof. A lot of those units are failing and are in need of repair. Third big item is the controls at the High School. Those controls are over 15 years old and need to be replaced.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	<b>4. New Position Request From - Paraeducator - Smalley Elementary School</b> Dr. Carabillo explained that the position was a 10 month position at Smalley Elementary School for a special ed. student that has medical needs. The funding source is 3 <sup>rd</sup> party billing. The position request from was presented at Finance Committee and is being recommended to be moved forward with.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	<b>5. Tuition and Transportation Rates for 2015-2016</b> Mr. Kane explained that Board Policy Statement 3-4 requires Administration to set tuition rates for each academic year in accordance with the per pupil cost of the preceding year. He added that the numbers are pretty much close to what they were last year. The cost for every regular student to be bused annually is \$1,264 for 2015-2016 school year and for 2014-2015 school year the annual cost was \$1,193.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	<b>6. Accept a Donation - Estate of Judith Walo</b> Mrs. Beloin-Saavedra explained that the donation was valued at \$3,000, but it was not a cash contribution. The donation was art supplies for HALS Academy.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	<b>7. American Savings Foundation Mini Grants</b> Mrs. Beloin-Saavedra stated that the value of the mini grants at New Britain High School was \$5,917. Several teachers applied for mini grants and they received them.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	<b>8. Minutes of the Regular BOE Meeting - October 5, 2015</b> The motion was made to approve the minutes.	MOTION CARRIED
Motion Second Ayes	X	X	X				X	X	X	X	The motion was made to suspend the rules and add three items to the Agenda: - New Position Request Form - Behavior Support Assistant - Search Timeline - Grant Application	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	<p><b>- Grant Application</b></p> <p>Ms. Cassada explained that about a week and a half ago she attended the Alliance quarterly meeting and at that meeting she was presented with the packet. The packet contained several various grants. In particular there was a grant titled: Immigrant Children and Youth Education Grant Application. Ms. Cassada said that the District never met the requirement in terms of increase of immigrant students and this year the District is qualified for an entitlement of approximately \$ 86,389.00. It is a very competitive grant. Ms. Cassada pointed out some of the objectives that are included in the grant:</p> <ul style="list-style-type: none"> <li>- family literacy services, parent outreach and training activities designed to assist parents to become active participants in the education of their children</li> <li>- support for personnel, including teachers' aides who have been specifically trained, or are being trained to provide services to immigrant children and youth</li> <li>- identification and acquisition of curricular educational software and technologies to be used in the program award</li> <li>- other instructional services that are directly attributable to the presence in the school district of immigrant children and youth, including the payment of cost of providing additional classroom supplies, cost of transportation or such other costs as are directly attributable to such additional basic instructional services</li> <li>- activities coordinated with community-based organizations, institutions of higher education</li> </ul> <p>The program objectives are as follows:</p> <ol style="list-style-type: none"> <li>1. To provide Arab students in grades 6-12 at Pulaski Middle School and NBHS with afterschool programming to include Arabic instruction and homework assistance</li> <li>2. In collaboration with the New Britain Adult Education, a teacher will be available to provide the Arab community with Citizenship classes.</li> <li>3. Family Education Services will provide the funding and the Arabic educator to provide the Arab families with literacy services and training activities designed to assist parents to become active participants in the education of their children</li> <li>4. Afford students and their families, and teachers/school staff the opportunity to engage in weekend field trips to develop social and historical knowledge, critical thinking skills, highlight career opportunities and promote interest in art and culture</li> </ol> <p>Ms. Cassada stated that:</p> <ul style="list-style-type: none"> <li>- Afterschool programming will be held for two hours a day, three days a week. The school district will provide afterschool transportation. Currently, an Arabic English Language Development teacher and an Arabic Native Language Support Assistant will facilitate instruction and homework assistance.</li> </ul>	MOTION CARRIED

Members	B	D	G	G	M	P	S	S	R	R	Agenda Item	Action Authorized
Motion Second Ayes	X		X						X		<p>2. A New Britain Language Development teacher or Native Language Support Assistant will provide English Language Development classes during the week and or Saturdays.</p> <p>3. A Family Resource Parent Educator will provide a series of weekly parent workshops.</p> <p>4. A teacher from the New Britain Adult Education will provide Citizenship classes on Saturdays for two hours.</p> <p>Ms. Cassada answered all the questions from the Board.</p> <p><b>- New Position Request Form - Behavior Support Assistant</b></p> <p>Mrs. Beloin-Saavedra explained that it was a 10 month position for Roosevelt campus (Smalley kindergartners). The position will be paid for out of Safe Schools Healthy Student Grant at the approximate cost of \$48,000.</p>	MOTION CARRIED
Motion Second Ayes	X		X						X		<p><b>- Search Timeline</b></p> <p>Mrs. Beloin-Saavedra stated that the timeline was reviewed in Personnel Committee. She added that Mr. Prokop was working on the survey that will be translated into Spanish as well. And Ms. Grega-Mals was doing a lot of leg work in terms of the advertisement. Mrs. Beloin-Saavedra announced that the parent forum was scheduled for Monday, October 26, 2015 at 6:30 p.m. at NBHS Lecture Hall. A community Forum was scheduled for Wednesday, October 28, 2015 at the OIC at 6:00 p.m. Any additional action will be taken at December 7, 2015 BOE Meeting and the position will be posted on December 8, 2015.</p>	MOTION CARRIED
Motion Second Ayes	X		X						X		<p><b>XIII. Personnel Transactions</b></p> <p>The motion was made to approve Personnel Transactions.</p>	MOTION CARRIED
											<p><b>XIV. Superintendent's Report</b></p> <p>Mr. Cooper said that WPRX has moved locations, but Mr. Cooper wanted to continue having presentations with them at least once a week, or maybe one every two weeks to highlight various things in the District (football, reading, chess, etc.). He added that starting this week there will be two shows a month on Public Access and during that time anything happening in the District could be highlighted. Mr. Cooper mentioned his meeting with ALAS (Association of Latino Administrators and Superintendents). He said that the meeting was very successful. One conference that Mr. Cooper found very interesting was "Latinos in Action". He said that it would require a full time person and he wanted to see if he can obtain some support from community organizations. It's a leadership building incentive. Mr. Cooper answered all the questions from the Board.</p>	

**XV. Board Report**

Mrs. Beloin-Saavedra said that the Board secretary gave her an email before the meeting stating that the Board Members will be receiving a CABA Board Recognition Award. The award will be presented on Friday, November 20, 2015 during the Friday Luncheon Session. Mrs. Beloin-Saavedra encouraged Board Members to attend.

**XVI. Committee Reports**

**- Policy Committee Meeting**

Mr. Pina said that the next Policy Committee Meeting was scheduled for November 2, 2015 at 5:30 p.m.

**- Finance Committee Meeting**

Mr. Davis stated that some of Finance policies were referred to the Policy Committee. Three draft finance policies were discussed, two updated versions of existing board policy and two new policies: 9-5-an updated line item transfer policy that clarifies what transfers are permissible and narrows the scope of what types of transfers can be made without Board approval; 9-3-an updated bid policy which delineate common types of expenditures where there is no potential for a competitive bid (such as curriculum or software) and excludes them from requiring a Board approved bid waiver. Additionally it also clarifies the bid process. Changes reflect CABA recommended policy.

New Policy-a policy that aligns our own budget adoption policy to the timeline that is laid out in the Town Charter. Though we have been granted “extensions” in the past years, the office of the mayor does not have the authority, under the charter, to grant such extension. Furthermore this policy would set a minimum benchmark for what is required of the Board in terms of public forums, etc.

1. Mr. Kane raised a concern that for this year it is unlikely that the budget will be prepared before the December deadline outlined in this new policy. However, he feels it is a good idea and that in the future years it should be possible.

2. With that in mind the proposed policy has been reworded to say that it will be in effect for the fiscal year ending in June 2018's budget forward.

It was the consensus of those in attendance that forwarding the policies to the Policy Committee for review was appropriate at this time.

**- Wellness Committee Meeting**

Mr. Gay said that the meeting was scheduled for Thursday, October 22, 2015 at 12:00 noon at Community Health Center.

**- Curriculum Committee Meeting**

Dr. Carabillo said that next meeting was scheduled for Monday, October 26, 2015 at NBHS at 5:30 p.m.

Members B D G G M P S S R R

Agenda Item

Action Authorized

**- Personnel Committee Meeting**

Mrs. Rodriguez said that the Committee met on Monday, October 19, 2015 and the Committee discussed the minority recruitment as well as the Superintendent search.

**XVII. Legislative Report**

None

**XVIII. Other Business As Permitted by Law**

**XIX. Adjournment**

Moved to adjourn.  
The meeting adjourned at 8:55 p.m.

Motion  
Second  
Ayes

			X								
X	X	X				X	X	X	X		

MOTION  
CARRIED

