



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Regular Meeting

May 4, 2020 - 6:00 PM | Virtual Meeting

Call to Order and Roll Call

Call to Order

Mr. Merrill Gay, President of the New Britain Board Education, called the meeting to order at 6:02 PM.

Board Members Present

Ms. Monica Dawkins, Mr. Merrill Gay, Mr. Anthony Kane, Ms. Diane Leja, Mr. Nicholas Mercier, Ms. Annie Parker, Ms. Diana Reyes, Ms. Gayle Sanders-Connolly, Dr. Violet Jiménez Sims

Board Members Absent

Ms. Nancy Rodriguez

Reports

The Superintendent's Report is attached.

Consent Agenda

(There were no objections to pull the following items off the Consent Agenda. Therefore, these items were approved):

Operations: Approve Minutes from the Regular Board of Education Meeting on April 6, 2020

Submitted by Ms. Kristin Salerni | No Subcommittee Review

Operations: Accept Enrollment Report

Submitted by Mr. Jeff Prokop | No Subcommittee Review

Personnel: Accept Report of Personnel Transactions

Submitted by Ms. Ms. Heather Barrett | No Subcommittee Review

Partnerships: Accept Grant from the Community Foundation of Greater New Britain (\$40,000.00)

Submitted by Ms. Mayra Rodriguez | No Subcommittee Review | Funding Source: Community Foundation of Greater New Britain

A proposal was written to The Community Foundation outlining the planning, implementation and evaluation process of the district's summer school programs, SEE, CREATE, and XTREME. This program outline was deemed worthy of the organizations requirements for innovation, utilizing best practices in reducing the summer learning slide, and promoting community partnerships to improve student academics and engagement in learning during the summer months. The District is mandated to provide summer school to students in grades post K – post 3, who score substantially deficient in reading. This grant funding will be utilized to support the afternoon enrichment portion the summer learning experiences program which is led by Community Based Organizations. Although the traditional academic learning occurs during the morning session, it is important to note that our strong school-community partnership ensures that speaking and listening standards are integrated into the students' afternoon enrichment experiences as well. This practice supports the Partnership Pillar of the DIP, "we cultivate and sustain engaging family-school-community partnerships for student and staff success".

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The total is \$40,000.00 and the funding source is Community Foundation of Greater New Britain.

Operations: Accept Grant from GENYOUth (\$10,000.00)

Submitted by Ms. Ann Alfano | No Subcommittee Review | Funding Source: GENYOUth

GENYOUth has awarded a grant to supply much-needed resources for meal distribution and delivery efforts to get food to students during the COVID-19 shutdown. The funds are to be utilized to purchase items such as protective gear for food service sanitation and safety, soft-sided coolers, bags and containers for individual servings. These resources will help to ensure that our students receive nutritious meals during shutdown period.

GENYOUth has selected Lincoln Elementary, New Britain High School, DiLoreto Magnet School, Smalley Elementary, and Pulaski Middle School to receive \$2,000 each to purchase the items indicated in the grant guidelines.

The total is \$10,000.00 (\$2,000 for each site) and the funding source is GENYOUth .

Operations: Accept PEGPETIA Grant through Department of Public Utilities (\$64,700.00)

Submitted by Mr. Jeff Prokop | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: PEGPETIA Grant through Department of Public Utilities

The Consolidated School District of New Britain has applied for and was awarded \$64,700 for updating our Discover Video servers and additional equipment.

The district participated in this grant in previous years as well. We would like to accept this grant in order to upgrade our video distribution services.

The total is \$64,700 and the funding source is PEGPETIA Grant through Department of Public Utilities.

Academics: Approve Purchase Order and Bid Waiver for i-Ready Assessment Program Licenses and Professional Development (\$66,288.00)

Submitted by Ms. Amy Anderson | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Title 1 2011-969-10001-56110

In partnership with family and community, the Consolidated School District of New Britain works to provide the best personalized and comprehensive whole-child education so our students will be prepared for, and positively contribute to, a profoundly different future. Starting in 2020-2021 we will be replacing our NWEA testing platform with i-Ready as New Britain's Universal Screener for Reading in Grades K-5. New Britain is required by the Connecticut State Department of Education to submit Reading scores for grades K-3 three times a year (two times for Kindergarten). Our decision to shift to using a different universal screener was discussed at the November 18th Curriculum Subcommittee. At this meeting we looked at the advantages to changing to i-Ready as well as its alignment to the scope and sequence for Foundations which we will be implementing starting in September in grades K-2. The attached price quote is for the K-5 student licenses and the Professional Development training sessions for all teachers who will be trained in the 2020-2021 school year.

The total is \$66,288.00 and the funding source is Title 1 2011-969-10001-56110.

Academics: Approve Purchase Order for Illustrative Mathematics (IM) Instructional Materials (\$47,612.03)

Submitted by Ms. Lara Bohlke | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Academics Local, Academics, Math, Textbooks 10109612201-56410

We will be headed into Year 2 of Illustrative Mathematics (IM). IM is a middle school mathematics curriculum that is highly usable, well-designed and supported and has earned the highest reviews through edreports. Our District Strategic Plan demands that we prepare students to positively contribute to a profoundly different future and promote an engaging culture for learning for all staff and students. Our Profile of the NB Graduate requires students to critically and creatively problem-solve, devising clever solutions to unique problems, to take initiative and persevere, to collaborate around their strategies and solutions and to reflect and improve their solutions with feedback. This curriculum includes all of these elements and embedded professional development through guidance built into every lesson.

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This is a renewal of the student consumable materials which were well-received and well-used this year. The color illustrations and space for brainstorming and problem-solving are ideal. Our partner in renewing the K-12 curriculum for our district also universally supports this resource for our students. From edreports: 'The instructional materials for ...Illustrative Mathematics 6-8 Math meet the expectations for focus and coherence... All grades meet the expectations for focus as they assess grade-level topics and spend the majority of class time on major work of the grade, and all grades meet the expectations for coherence as they have a sequence of topics that is consistent with the logical structure of mathematics...all grades meet the expectations for rigor and balance, and all grades meet the expectations for practice-content connections...all grades meet the expectations for instructional supports and usability. The instructional materials show strengths by being well designed and taking into account effective lesson structure and pacing, supporting teacher learning and understanding of the Standards, offering teachers resources and tools to collect ongoing data about student progress on the Standards, and supporting teachers in differentiating instruction for diverse learners within and across grades.

The total is \$47,612.03 and the funding source is Academics Local, Academics, Math, Textbooks 10109612201-56410.

Finance: Approve Bid Award for Paint and Supplies (\$15,000.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Local Budget 1010-931-26000-54300

During the COVID-19 shut down we have all the custodians painting at our schools. In order to provide paint and supplies we advertised and bid these items. The low bidder is Sherwin Williams of New Britain. Bid results attached to packet.

The total is \$15,000.00 and the funding source is Local Budget 1010-931-26000-54300.

Finance: Approve Bid Award for Site Improvements at Roosevelt Campus (\$41,240.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: 1010-931-26000-54300

Roosevelt School does not have adequate parking in the front for all staff. By removing the 2 islands in the front parking lot we will be able to gain 18 additional parking spaces. We advertised and bid for this work the low bidder is Weber's Nursery at \$41,240.00.

The total is \$41,240.00 and the funding source is Local Budget 1010-931-26000-54300.

Finance: Approve Bid Award for Site Improvements at New Britain High School (\$25,740.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Local Budget 1010-931-26000-54300

The asphalt in the Bus Loop in front of the auditorium and lecture hall at NBHS is failing we have large pot holes in the asphalt. Buses drive over this area 2x's a day. The asphalt in this area must be removed and replaced. The area to be removed is approximately 7200sqft. We received bids on April 17, 2020. The low bidder is Weber's Nursery.

The total is \$25,740.00 and the funding source is Local Budget 1010-931-26000-54300.

Finance: Approve Bid Award for Replacement Truck for Maintenance (\$48,771.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Local Budget 1010-931-26000-57301

Maintenance tries to replace one vehicle a year. We are replacing a 2005 Ford Ranger that has deteriorated beyond repair. We are replacing it with a 2020 Ford F-350. Bid results from Gengras Ford, LLC are attached to the packet.

The total is \$48,771.00 and the funding source is Local Budget 1010-931-26000-57301.

Finance: Approve Bid Award for Emergency Lighting Inverter for DiLoreto Elementary and Middle School (\$13,279.50)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Local Budget 1010-931-26000-57301

The inverter which provides power for the emergency lights in the Pre - K wing of DiLoreto is over 20 years old and needs to be replaced. This is a life safety item required by Build/Fire Code. Bid results from Electrical Wholesalers, Inc. are attached to the packet.

The total is \$13,279.50 and the funding source is Local Budget 1010-931-26000-57301.

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Operations: Approve Purchase Order and Bid Waiver for Chromebooks and Chromebook Carts for New Britain High School (\$80,760.00)

Submitted by Mr. Damon Pearce | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Local School Budget Instructional Supplies

This PO is to purchase 8 additional chromebook carts for classroom use at NBHS.

The total is \$80,760.00 and the funding source is Local School Budget Instructional Supplies.

Finance: Approve Purchase Order and Bid Waiver for License Renewal of Verint CCTV Software (\$20,375.00)

Submitted by Ms. Helen Talalaj | Reviewed by the Finance Subcommittee on April 27, 2020 | Funding Source: Repairs and Maintenance – License Renewal 1010-969-26000-54300

Our security system network in all of our schools is operated using proprietary software which requires an annual license renewal. Facilities is submitting a 2 year license renewal.

The total is \$20,375.00 and the funding source is Repairs and Maintenance - License Renewal 101096926000 -54300.

Operations: Accept Current and Projected Expenditure and Revenue Report – Quarter Ending March 31, 2020

Submitted by Mr. Kevin Kane | Reviewed by the Finance Subcommittee on April 27, 2020

This is a new report that is required pursuant to a new statute/law that went into effect as of July 1, 2019 as shown below:

(§) 290 – Boards of Education Expense and Revenue Disclosure

Requires boards of education to quarterly post online current and projected expenses and revenues and submit this information to the municipal legislative body or board of selectmen.

Operations: Accept Finance Report – March 31, 2020

Submitted by Mr. Kevin Kane | Reviewed by the Finance Subcommittee on April 27, 2020

The Financial Report ending March 31, 2020 was presented.

Executive Session

Mr. Mercier motioned to go into executive session at 6:45 PM to discuss item 4A (Approve Administrative Appointment), seconded by Ms. Sanders-Connolly. Superintendent Sarra, Mr. Kevin Kane (Chief Financial Officer), and Mr. Kevin Dion were invited into executive session. Motion carried unanimously.

Continuation of Meeting

The meeting resumed in open session at 7:09 PM.

New Business

Personnel: Approve Administrative Appointment

Submitted by Ms. Nancy Sarra | No Subcommittee Review

- **Mr. Kevin Dion, Director of Facilities, effective on or about May 5, 2020.**
The salary is \$130,000 and the funding source is local funding.

Mr. Mercier motioned to approve the administrative appointment of Mr. Kevin Dion to Director of Facilities, seconded by Dr. Jiménez Sims. Motion carried unanimously.

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Personnel: Approve Purchase Order for PowerSchool Employee Records Management Software (\$22,166.00)

Submitted by Ms. Holly Catrino | No Subcommittee Review | Funding Source: Local Budget 101094125800-53510 Talent – DP and Coding Services

The Talent Development Office has evaluated several options and is requesting Board approval to purchase PowerSchool's Employee Records management software. Currently, the Talent Office's processes and records retention are paper-based. Due to our increase in hiring, additional hiring requirements and mandates in recent years, changes to our working environment and impact of Covid-19, our need to digitize and modernize our procedures and records retention has become more critical. Additionally, our need to automate and increase efficiency in our hiring was a finding and recommendation of the recently completed Talent Department audit. Employee Records will allow our department to digitize processes, transition to a paper-free environment, access records remotely, streamline and drive efficiency in our hiring process, enhance the onboarding experience for new employees, and improve/expand the services we provide to all staff.

Employee Records is a digital personnel records filing system which can be utilized beyond hiring and onboarding, for all stages of an employee's lifecycle. Digital workflows allow for faster document processing, enhanced communication among departments and faster response time to employees. Applications include, but are not limited to, such processes as requesting a leave of absence, FMLA requests and approvals, benefits administration and enrollment changes, name changes, address changes, emergency contacts, annual bulk actions such as annual employee handbook acknowledgement, payroll deduction changes, credential tracking such as teacher certification, professional development requests, and more. We can customize to meet our needs. The system will be used for employee exits/off-boarding as well (retirement notices, paperwork, surveys). Employees will have instant access to their personnel files, allowing a transparent, self-service environment for their most commonly requested documents. Customized permissions will allow administrators access to needed documents, such as performance evaluations. Employee Records also integrates with SunGard, another PowerSchool product, which is our current Payroll/Finance/HR system.

The total cost for the initial one-year term is \$22,166 (which includes \$3,750 implementation charge); year two is \$26,308; 4% increase in subsequent years. The funding source is Local budget, 101094125800-53510, Talent – DP and Coding Services.

Mr. Mercier motioned to approve the purchase order for PowerSchool Employee Records Management software in the amount of \$22,166.00, seconded by Ms. Parker. Motion carried unanimously.

Operations: Approve Purchase Order and Bid Waiver for Wi-Fi Hardware and Mobile Data Services (\$26,736.60)

Submitted by Mr. Jeff Prokop | No Subcommittee Review | Funding Source: Local Budget – Instructional Supplies 101092125800-57346

This purchase order is for the purchase of WiFi hardware and mobile data services in order to equip 16 vehicles with a WiFi broadcast capabilities. These vehicles would go to various parts of the town in order to supply students with internet access for parts of the day.

The total is \$26,736.60 and the funding source is Local Budget - Instructional Supplies 101092125800-57346.

Ms. Sanders-Connolly motioned to approve the purchase order and bid waiver for Wi-Fi hardware and mobile data services in the amount of \$26,736.60, seconded by Dr. Jiménez Sims. Motion carried unanimously.

Operations: Approve Purchase Order and Bid Waiver for Chromebooks (\$1,499,784.00)

Submitted by Mr. Jeff Prokop | No Subcommittee Review | Funding Source: Local Budget - Instructional Supplies 101092125800-57346

This quote is to replenish chromebooks already distributed to students as well as provide the district the capacity to provide additional devices to our students. Due to the large quantity of devices being ordered, this order will take a few months to be completed.

The total is \$1,499,784.00 and the funding source is Local Budget Instructional Supplies 101092125800-57346.

Mr. Mercier motioned to approve the purchase order and bid waiver for Chromebooks in the amount of \$1,499,784.00, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

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Operations: Approve Budget Transfer for Purchase of Chromebooks and Wi-Fi Vehicle Project (\$1,525,970.00)

Submitted by Mr. Kevin Kane | No Subcommittee Review

The budget transfer for the purchase of Chrome Books and for the Wi-Fi Vehicle Project is to be funded from the \$1,525,970.00 projected surplus in the Transportation Budget.

Ms. Parker motioned to approve the budget transfer for purchase of Chromebooks and Wi-Fi Vehicle Project in the amount of \$1,525,970.00, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

Partnerships: Approve Purchase Order and Bid Waiver for Chromebooks and Chromebook Carts (\$54,997.00)

Submitted by Ms. Mayra Rodriguez | No Subcommittee Review | Funding Source: Alliance - Extended School Hours Budget Revision

Approval to purchase 3 Chromecarts and 3 class sets of Chromebooks. Due to the district having to transition to virtual online classes, our afterschool programs have continued to work with students virtually by creating different activities they can work on with students. Due to the need to supply students with individual materials, the supply cost has increased. Instructional Supplies and Equipment would help the district provide additional learning technologies and to meet the needs for students who currently participate in the afterschool program.

The total is \$54,997.00 and the funding source is Alliance: Extended School Hours Budget Revision.

Mr. Mercier motioned to approve the purchase order and bid waiver for Chromebooks and Chromebook carts in the amount of \$54,997.00, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

Partnerships: Approve Purchase Order and Bid Waiver for Classroom Furniture for CTE Programs and Academies at New Britain High School (\$30,000.00)

Submitted by Mr. Paul Ted Kerrigan | No Subcommittee Review | Funding Source: MET Fund at CFGNB 2028969100057346

In 2018, the Strengthening Career and Technical Education for the 21st Century Act was signed into law. In response to this, The Carl D. Perkins Career and Technical Education Act of 2006 was amended and is now called the Perkins V.

As part of the application for Perkins, funding requests need to be aligned to the State Career Clusters, Pathways and Programs of Study and the CSDNB district vision. Part of this vision is to update the CTE programs and academies at NBHS so that students have more rigorous hands and minds on learning that will provide opportunities to obtain skills needed for career opportunities in the current workforce. The state just recently approved the grant application. We are requesting this BOE Bid Waiver and approval for the following items:

1. 72 Silhouette Adjustable Height Rectangle Desk with HPL Top – SED-6024L-m
2. 64 Flex Flow Stacker Chairs with Vinyl Seat – FFS-23V

The total is \$30,000 and the funding source is MET Fund at CFGNB 2028969100057346.

Mr. Mercier motioned to approve the purchase order and bid waiver for classroom furniture for CTE Programs and Academies at NBHS in the amount of \$30,000.00, seconded by Ms. Sanders-Connolly. Motion carried unanimously.

Policy: Approve Policy 6146.21 – Revised Special Graduation Requirements for the Class of 2020

Reviewed by the Policy Subcommittee on April 20, 2020

Mr. Michael Foran, Assistant Superintendent, presented recommended changes to the graduation requirements for the Class of 2020 based on the current challenges that our high school seniors are facing due to the impact of the COVID-19 pandemic on the educational process. These temporary changes are being recommended for the Class of 2020 only and are in alignment with the State Department of Education (SDE) minimum requirements. Mr. Foran recommended that our current board policy be amended and revised as follows specifically for the Class of 2020:

Section I. Credit Distribution Requirements

- **English** – Keep four (4) credits and strike “one credit American Literature, one credit World Literature and two English

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- elective credits”
- **Math** – Keep three (3) credits and strike “one credit in Algebra I, one credit in Geometry and one credit in Math elective/Algebra II”
- **Science** – Decrease three (3) credits to two (2) credits and strike “1 Physical Science, 1 Life Science and 1 Science elective”
- **Social Studies** – Keep three (3) credits adding “including .5 in Civics and American Government” and striking “one credit in US History, one credit in World/International Studies, .5 credit in American Government and .5 credit in Social Studies elective”
- **Health** – Strike 0.5 credit requirement entirely
- **Electives** – Decrease 6.5 credits to 6 credits
- **Capstone** – Strike 1 credit entirely
- **Total** – Decrease 23 credits to 20 credits

Section II. District Performance Standards – Strike entire section

Section III. Options if Requirements Are Not Met – Strike entire section

Section IV. Exemptions – Strike entire section

Section V. Connecticut Seal of Biliteracy – Renumber to Section II

Mr. Mercier motioned to approve Policy 6146.21 – Revised Special Graduation Requirements for the Class of 2020, waiving a second reading. This motion was seconded by Dr. Jiménez Sims. Motion carried unanimously.

Closing and Adjournment

Ms. Sanders-Connolly motioned to adjourn at 7:48 PM, seconded by Mr. Kane. Motion carried unanimously.



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Superintendent's Report New Britain Board of Education Regular Meeting | May 4, 2020

Seal of Biliteracy

Since the beginning of the school year, the ESL and World Language Departments have been working together to identify students that could potentially earn the Seal of Biliteracy. We are working very hard to ensure that all students that are eligible, have access including EI and SPED.

In the past, we were allowed to create a portfolio assessment for students that spoke low incidence languages as long as we had staff that were literate in that language to assess the portfolios. Now, due to the pandemic, the state is allowing us to expand our use of portfolio assessments to those languages that are not necessarily low incidence.

This would benefit those students that, while biliterate, would have difficulty passing the test due to the lack of understanding directions or accessing the technology as well as ELs and SPED. Keeping that in mind, we still have to create a portfolio assessment protocol that protects the integrity of the Seal by ensuring that students are truly biliterate.

Phase I

1. Create a timeline for assessing.
2. Identify students that may qualify for the Seal.
3. Once students are identified, designated staff (Lead teachers, World Language, ESL teacher volunteers and Native Language Support Staff) will contact students/parents to explain the process and encourage them to participate in attaining the Seal.
4. Once students agree to participate in the process we will identify students that will take the AAPPL test and those that would submit a portfolio.

Phase II

1. Order and schedule AAPPL assessments. Due to the pandemic, AAPPL is offering 2 options:
 - a. Option 1: At home test in which parents/guardians serve as proctors (with this option parents have to sign an agreement regarding the following responsibilities: creating a secure, quiet testing environment, running a System Check on the computer and other equipment before testing and then actively monitoring the environment during the test, ensuring that the test taker does not have access to papers,

pens, pencils, notes, dictionaries, cell phones, cameras, or electronic devices while testing, helping the test taker with any technical issues by contacting the school and/or LTI for assistance. (the committee has discussed the difficulties some parents may encounter with this option)

- a. Option 2: Computer proctoring through AAPPL (increase test price by \$4 each, we feel it is the easiest option. However some technology knowledge is still needed as systems test and technical assistance for the student may be required)
2. Determine which option is best for each student and schedule tests with ACTFL.
3. Create a portfolio assessment protocol that includes all components of language processes: listening, speaking, reading and writing with scoring rubrics (while we have started to brainstorm on what our portfolio assessments should include and how to assess each component, we are still waiting for state guidelines).
4. Identify qualified and willing staff to review portfolios

Phase III

1. Test students, score portfolios and determine who qualifies for the Seal.

Chamberlain School Feasibility Study

KBA continues to work on the feasibility study. They expect to complete the feasibility study on or about June 30, 2020. Once the feasibility study is complete with the permission from the Mayor we will advertise and interview for an Architect and a Construction Manager for Chamberlain School.

Chromebook Distribution (Prokop and Sanford)

Chromebook Distribution - Round 2 - is underway. Currently, 3123 Google Chromebooks have been distributed to families. Preparations for additional distribution rounds to further ease the strain on families sharing a single device are already happening as well.

Families are being surveyed to inquire about the amount of devices in the household and how many students are sharing these devices to further support these households. Building level teams have not only set up distribution days for their locations, but have also delivered devices directly to households at times to get as many students connected as possible.

In collaboration with Art Schaller, MIS has been tirelessly working to ensure data is accurate to identify areas of need for our students, working on the technical components to make the best mobile wifi possible for our students to engage in OEC, mapping areas, ordering parts, managing data connected to chromebook distribution AND supporting building principals for the second round of distributions.

The Partnership Office is supporting the work of MIS by continuing outreach to families in need of either Chromebooks, WiFi accessibility, or resources. Family School Liaisons continue to support the schools by contacting families and students not engaged. The reachout is beyond the original caseload. We are also assisting with creating communication in multiple languages.

NBHS Graduation Update

Ongoing planning meetings continue to happen. We may be requesting a change of graduation date from June 22, 2020 to June 19, 2020 at our next board meeting, where we hope to have more information.

Academics (Lara Bohlke and Amy Anderson)

- Continuing to support teachers in online instruction with resources and meeting presence.
- Launch Units are being developed in partnership with our curriculum consultant for use at the start of the next school year as a way to transition our students back into a regular school setting after the pandemic. Units will include elements of:
 - Community Building
 - SEL topics
 - Trauma and Culturally Responsive Strategies and Practices
 - Formative Assessment to inform lesson planning and instruction
 - Ongoing communication with the teacher's union leadership to find a reasonable time to present this professional learning to our teachers in preparation for the start of the school year
- Transition planning is on track for 5th-6th and 8th-9th. This year has included enhanced partnership across Academics, Pupil Services and ESL/World Language. Teachers are having collaborative conversations that include all teachers who impact students (EL, SPED, Core, etc) to ensure that the student is supported at the next level.
- Summer planning is being adapted to a virtual platform in response to the likelihood that we will not be able to be back in buildings.
- We are preparing a presentation for the Board that will describe our whole child approach to Social-Emotional Learning, linked to our Profile of the Graduate. This will be ready for the June meeting.

Special Education (Mark Spalding)

- Phase 1 (3/16/20 - 3/27/20)
 - SPED Dept collaborated with the Dept. of Academics on curriculum development for distance learning.
 - SPED strategies posted on DAB website
- Phase 2 (3/30/20 - present)
 - Following guidance from the Division of Special Education at the CSDE, developed and implemented a plan, which was provided in a document sent to all special education staff ([SPED Staff Update 3/31/20](#)). Guiding principles from this document include:
 - Access and equity requirement for continued educational opportunities and data collection for students with special needs.

- Develop communication and documentation protocol for all attempts to engage students and families.
 - Sent forth procedural requirements for the PPT process during the COVID-19 pandemic.
- Phase 2: Continuing Educational Opportunities SPED Meetings held on 3/31/20 & 4/1/20 for SPED staff and district administrators. The purpose of these meetings were to define Phase 2 implementation expectations for the following subgroups:
 - SPED case managers/Prek teachers
 - School Psychologists/Social Workers
 - SLP/OT/PT/BCBA clinicians
 - Paraeducators (adult learning opportunities)
- Director made a ConnectEd call to all families with children receiving special education services outlining the district's commitment and support on the following dates:
 - 4/7/20
 - 4/2/20
- Contact information for Pupil Services staff members and our community partners was updated on the district website and Facebook page on 4/7/20.
- 3/16/20 - 4/29/20: Continuous outreach to families of students with special needs by SPED staff members. (non academic) To date **21,100** documented contacts in PowerSchool.
- SPED student engagement in online learning as of 4/29/20: **87.5%**
- Social Worker outreach video posted to Facebook page. 4/29/20
- Pupil Services Administration interview on Special Education. New Britain Herald 4/29/20
- Phase 3 Special Education Compliance
 - Commencement of the PPT process. Based on the most recent guidelines from the Division of Special Education at the CSDE dated 4/24/20 ([2020.4.24 SPED Guidance](#)).
 - [Continuing Educational Opportunities Plan - CSDE](#)