



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education Personnel Committee Meeting

October 26, 2020 – 5:30 PM | New Britain High School

Call to Order and Opening

Ms. Annie Parker, Personnel Committee Chair, called the meeting to order at 5:39 PM.

Board Members Present

Mr. Merrill Gay*, Mr. Anthony Kane*, Ms. Annie Parker*, Ms. Gayle Sanders-Connolly*, Dr. Violet Jiménez Sims

**Committee members*

CSDNB Staff Present

Ms. Donna Clark, Ms. Kristina DeNegre, Ms. Maryellen Manning, Mr. Damon Pearce, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Sondra Sanford, Ms. Nancy Sarra, Mr. Mark Spalding

New Business

Review and Approve Minutes from Personnel Committee Meeting on September 28, 2020

There were no recommended changes to the minutes from the Personnel Committee Meeting on September 28, 2020.

Review Vacancy List

The Personnel Committee reviewed the current vacancy list throughout the district.

Review New Job Description: Academies Counselor

This position will report to the Building Principal and Coordinator of Partnerships & Engagement.

The primary functions are as follows:

- To provide information, counseling and support services to students in NBHS-CTE Academies.
- Supports the Work Based Learning office in academic advising.
- Develop and monitor student schedules in coordination with the guidance department.
- Supports WBL activities related to career exploration, career awareness and career preparedness. The academies counselor will work closely with academy students, teachers, administrators, industry partners and institutions. The academy counselor will work closely with the student's and students' family to ensure that course work and activities leading to graduation and a post-secondary educational plan are consistent with each student's values and personal aspirations.
- Works with the district's pathways, assisting in the development of a robust advisory board composed of industry, government, and community partners who will provide a spectrum of work-based learning opportunities for students.
- Recruits students, works with employers, develops programming and oversees industry sector internship/apprentice placements for NBHS academy students.

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- School counselors help develop capacity in students to become lifelong learners, college ready, productive citizens by maintaining a safe and secure culture in the schools and by providing relevant to school services and data staff, students, parents and the community.

This is a full-time, 10 month position. The person in this position will work a schedule that follows school procedures as established by the principal in accordance with the agreement with the New Britain Federation of Teachers. Salary and benefits are as set forth in the Local 871 collective bargaining agreement. This position is affiliated with Local 871 New Britain Federation of Teachers and the funding source is grant funded.

The Personnel Committee recommended to add the new job description for Academies Counselor to the Board's agenda for the next regular meeting in November.

Review New Position Request: 1.0 FTE Academies Counselor for New Britain High School

From the U.S. Department of Education
Office of Career, Technical, and Adult Education
Connecticut's Strengthening Career and Technical Education for the 21st Century Act (Perkins V)
State Plan Cover Page

The Connecticut Career and Technical Education Transition Year State Plan (CTE Transition Plan) and Connecticut's Strengthening Career and Technical Education for the 21st Century Act (Perkins V) State Plan (CTE State Plan) align to The Connecticut State Board of Education's Five-year Comprehensive Plan (2016-21): Ensuring Equity and Excellence for All Connecticut Students and the CT ESSA Plan. The alignment of these plans provides coherence in Connecticut and leverage major education reforms in Connecticut. The CTE State Plan ensures the CSDE meets the needs of all learners and includes: (1) CSDE goals and levels of performance of CTE activities, (2) evidence-based and innovative strategies and activities to improve and modernize CTE and align workforce skills with labor market needs, and (3) a strategic vision and goals for preparing an educated and skilled Connecticut workforce.

To support this plan and to support the NBHS academy students, adding an Academies Counselor to support the work necessary for students to follow a program of study (a four year CTE plan) that leads to WBL experiences, Pre-Apprenticeships, Concentrations, Industry Certifications and Dual Articulation Course work.

This is a full-time, 10 month position. The estimated cost is \$100,000 and the funding source is grant funding (Perkins Grant).

The Personnel Committee recommended to combine the new position request for (1.0) Academies Counselor for New Britain High School with the job description and add them as one item to the Board's agenda for the next regular meeting in November.

Review New Position Request: 4.0 FTE Districtwide Paraeducators for Deaf or Hearing Impaired Students

Four new positions for paraeducators are being requested. They are all related to servicing students who have are Deaf or Hearing Impaired. This school year we have returned 4 students with hearing disabilities back to district from OOD placements. The needs of these students require services from skilled providers. Kelly Cimma, the district Teacher of the Deaf, is directly involved in the instruction of each of these students. She not only provides direct service delivery, she also is responsible for modifying the environment and training all staff members. In regards to training, the paras that work with these students require a certain skill set to be successful in the implementation of these specialized interventions. We have already identified two paras that presently work in the district, who have experience in working with this population, and we have moved them temporarily to work with some of these students.

It is also important to note that there is a shortage of certified Teachers of the Deaf. Kelly has a couple part-time employees who work for her, however, she is finding it unmanageable to meet all the service needs for the 58 students on her caseload district-wide. The bottom line is that she is not able to meet all of the IEP service hours. The proposed plan to remedy this problem is to hire a para to assist in TOD service implementation district-wide. We do already have a district para in mind who we would like to move into this position if approved.

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Therefore to meet the needs of the students with hearing disabilities I am requesting that we add 4 para positions. These positions would be District-wide TOD Para positions that are assigned to schools where the need is. To date they would be assigned as follows:

1. District-wide TOD Para at Jefferson to work with 2 students
2. District-wide TOD Para at Jefferson to work with 1 student
3. District-wide TOD Para at NBHS to work with 1 student
4. District-wide TOD Para to work directly with TOD on service implementation

This is a full-time, 10 month position. The estimated cost will be offset by the savings that the district will gain from the students who have returned from outplacement.

The Personnel Committee recommended to add the new position request for (4.0) Paraeducators for Deaf or Hearing Impaired Students to the Board's agenda for the next regular meeting in November.

Closing and Adjournment

The meeting was adjourned at 6:05 PM.