

# MANCHESTER BOARD OF EDUCATION

## Regular Meeting

**Monday, May 14, 2012**

7:00 p.m.

Lincoln Center

**PRESENT:** Crockett, Hagenow, Kidd, Leon, Luxenberg, Pattacini, Scappaticci, Walton

**ALSO PRESENT:** Interim Superintendent of Schools Dr. Kisiel, Assistant to the Superintendent for Finance & Management Brooks, Director of Pupil Personnel Services Matfess

**ABSENT:** Cruz, Assistant Superintendent for Curriculum and Instruction, Dr. Richardson

### **A. OPENING**

#### **A.1&2. MEETING CALLED TO ORDER**

The meeting was called to order at 7:07 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairperson Pattacini.

#### **A.3 ADOPTION OF MINUTES OF PREVIOUS MEETING**

**ADOPTED** – Minutes Regular Meeting of the Board of Education of April 23, 2012.

**Secretary Leon moved and Mr. Crockett seconded the motion.**

**8/0 – Voted in favor.**

### **B. SUPERINTENDENT'S REPORT – PART I**

#### **B.1&2. Student Representative**

Ashley Mills introduced her replacement, Sophomore Anna Manser.

Ashley shared that:

- On April 2<sup>nd</sup> MHS FBLA Club earned state titles at the State Leadership Conference. These students will also compete at the National Leadership Conference in San Antonio in June. Chereace Marcellin and Tiffany Minakhom earned 1<sup>st</sup> place in the Emerging Business Issues team event; Michelle Congleton and Rachel Brewer placed 1<sup>st</sup> in the Web Page Design tem event; Maddie Marrone, Maddie Fall, and Emma

Doherty placed 1<sup>st</sup> in the Community Service chapter event; Emma Doherty earned 1<sup>st</sup> place in the Job Interview event; Maddie Fall earned 3<sup>rd</sup> place in the Job Interview event; Jovan Isern earned 2<sup>nd</sup> place in the public speaking event; and William Whaley placed 3<sup>rd</sup> in the Sports Management open event.

- The Class Elections were held in April and the following students will represent their classes next year:

Class of 2013:

- President Sam Iacobellis
- Vice President Katie Walsh
- Secretary Annie Nolan
- Treasurer Josh Essick

Class of 2014

- President James Moran
- Vice President Emmalee Stewart
- Secretary Shannon Hill
- Treasurer Samantha Valentine

Class of 2015

- Isabella Colletti
- Anna Maloney
- Kaitlin Maloney
- Isaiah Nieves
- Olivia Rood

- The Talent Show was held April 27<sup>th</sup>. 120 tickets were sold and Janessa Cortez won overall; the Berkley Outlaws was the best group; and Josh Albino won best singer.
- On May 4<sup>th</sup> the G-SAFE Coffee House was held in the MHS Café with 56 tickets sold.

Anna shared that:

- Today from 11:30 a.m. – 10:00 p.m. at Catsup & Mustard there was a fundraiser for Project Graduation.
- AP exams are being held 5/7-5/17/12.
- Friday, 5/11, the Multicultural Family Dinner Night was held for ELL students and their families, as well as others in the District. 380 tickets were sold.

COMING UP:

- Chess Club Tournament is 5/18 after school at MHS
- Track Meet (B&G Rand Smith Invitational) at MHS Saturday, 5/19.
- MHS Orchestra performs on 5/22 at 7:30 p.m.
- Student Leadership Awards on Thursday, 5/24. APB and class officials are included
- May 25-27<sup>th</sup> the school play, *You're a Good Boy Charlie Brown* will be held. Tickets are \$8 for students and \$10 for general admission.
- Outdoor track – boys are 5/1, girls are 3/3.

- Tennis – boys are 10/5, girls are 4/6
- Golf 5/1/2
- Softball 4/11
- Baseball 5/11

**Mr. Scappaticci** inquired if Ashley, who is a senior, is going to college in the Fall. Ashley announced she is attending UCONN, and starting at the end of June with a summer term. She will major in Family Development and Human Studies.

**Dr. Kisiel** inquired about the sense of the reaction the girls see about the new principal at the high school. Anna stated she was excited to meet him and she hears he is nice, welcoming and has heard all good things. Ashley had met him and feels changes are already starting.

**Mr. Pattacini** welcomed Anna as our new student representative.

**Mr. Pattacini and Dr. Kisiel** presented Ashley with a plaque for her three years of service as Student Representative. They also spoke about Ashley's Hugh O'Brien Leadership candidacy, her upcoming graduation with honors, her interning at Bowers and Manchester Manor, and the fact that she was a founding member of the Bully Busters. She certainly exemplifies the best MHS has to offer. Ashley thanked the Board and told everyone that she loves education and is excited and interested in politics and education.

### **B.3. Bennet Lunch Aide**

Dr. Kisiel introduced AnnLinda Dustin-Bray, a lunch aide at Bennet Academy, who had recently saved a student, Austin, from choking during lunch by performing the Heimlich Maneuver. Mr. Pattacini presented her with a certificate – a Distinguished Service Award – with much gratitude for recognizing the emergency situation and saving Austin's life. Ms. Dustin-Bray says she is not a hero. She is very privileged to work in one of the best schools in Manchester. The Principal and Vice-Principal are very creative and she is just happy her "little man" is safe!

### **B.4. Foundation for Manchester Public Schools**

**Dr. Kisiel** welcomed Melissa Pattacini, President of the Foundation for Manchester Public Schools. Ms. Pattacini explained that the Foundation was established in June 2004 as a Federally recognized, 501-C3 non-profit organization that provides grants to teachers for innovative educational programming that are not provided for in the budget. These are mini-grants to teachers and do not involve IEPs or anything that would normally be funded through the BOE budget. Donors can check out the website at [foundationmps.org](http://foundationmps.org).

This year two teachers earned grants. Mr. James Hurd, Vice-President of the Foundation, presented Sandy Lambert from Washington with a grant for Mapping Manchester. She plans to help her students build background knowledge through focusing on Manchester's history and mapping through hands on experiences, including creating a garment by hand. This is Ms. Lambert's 5<sup>th</sup> grant, out of the 7 granting periods the Foundation has had. Joshua Lewis from MHS received a grant for his Lesson Summary Videos – he will use technology to add another level of school to parent communication. Teachers will use a digital video camera to create short videos summarizing the objectives being taught in their classroom. The videos will be created every two weeks and posted on the school website or sent home with students on a DVD to promote dialogue centered on academic work between parents and students. This is Mr. Lewis' second grant from the Foundation.

**Mr. Pattacini** noted that these teachers have gone above and beyond to help their students.

**Mr. Leon made a motion to add #5 to the Superintendent's Report, Bentley School Highlight. Mr. Crockett seconded the motion.**

**8/0 – Voted in favor.**

#### **B.5. Bentley School Highlight**

**Principal Robbin Golden** first noted that last year Bentley had received a grant from the Foundation for Manchester Public Schools for a greenhouse and she wanted the Board to know that it is still going strong and being enjoyed by the students. Tonight Ms. Golden was pleased to highlight her Senior Projects. Mr. Al Vicki spoke about Boostup, which advocates for teens at risk of dropping out. He stated that the national average for dropouts is 30%. The program encourages tutoring, mentors, and involvement. Mr. Vicki presented a Power Point from current and former Bentley students who spoke about the obstacles they overcame in order to graduate and how Bentley had helped them achieve their goals. After the presentation, Ms. Golden noted that over the past four years the graduation rate from Bentley has been 93%, but this year they were on track for a 100% graduation rate!

**Ms. Walton** enjoyed seeing the students talk about their experiences. MHS is a big school and Bentley is a good alternative setting to have to help students be successful. To Dr. Kisiel, Ms. Walton asked to see more data regarding graduation rates.

**Dr. Kisiel** stated that Manchester has a special opportunity to offer three alternatives to students who do not fit the traditional high school, including Bentley, MRA, and New Horizons. It is highly unusual to have three such

alternatives. Dr. Kisiel recognized the important contributions and dedication of the Bentley staff, many of whom were present at the meeting, and he appreciates their efforts. To Ms. Walton he noted he will have a report soon on all alternative programs.

**Ms. Pattacini** thanked Ms. Golden and Mr. Vicki for their presentation, and also thanked Ms. Golden for her years of service, as she is retiring September 1<sup>st</sup>.

### **C. CONSENT CALENDAR**

Dr. Kisiel presented four items on the Consent Calendar for Board approval.

#### **C.1. Personnel Actions**

Details had already been provided to the Board members in their agenda folders.

#### **C.2. Transfer of Funds**

Details had already been provided to the Board members in their agenda folders.

- 1) Transfer from Bowers School Administration Repair of Equipment and Printing/Advertising to Bowers School General Supplies/Materials account - \$976.00.
- 2) Transfer from Systems Music Professional Development to Systems Music Hourly account - \$400.00.
- 3) Transfer from Bowers School Administration Professional Development to Bowers School Administration Hourly account - \$80.00.
- 4) Transfer from Bowers School Administration Professional Development to Bowers School Administration Hourly account - \$266.00.
- 5) Transfer from Waddell School Administration Professional Development to Waddell School Administration Hourly account - \$400.00.
- 6) Transfer from Bennet Middle School Administration Professional Development to Bennet Middle School Administration Hourly account - \$480.00.

#### **C.3. Appropriate to establish for FY 2012-2013 in the amount of \$36,000 from the Heisman Trophy grant for "Addressing Summer Reading Setback Among Economically Disadvantaged Elementary Students"**

This is a grant in the amount of \$36,000 from Heisman Trophy to purchase books for summer reading for students from Nathan Hale and Washington Schools.

#### **C.4. Food Service Employees Contract – AFSCME Council 4, Local 991**

**Mr. Leon made a motion to change the information on C.3. from FY 2012-2013 to FY 2011-2012. Mr. Crockett seconded the motion.**

**8/0 – Voted in favor.**

**The Chairman called for a motion.**

**Secretary Leon moved and Mr. Crockett seconded the recommendation to adopt the amended Consent Calendar, as outlined by Dr. Kisiel.**

**8/0 - Voted in favor.**

#### **D. PUBLIC COMMENTS**

Mr. Tom Stringfellow, 183 Hillstown Road, reminded us this is the Bicentennial year of the War of 1812. He suggested several articles about the war. Mr. Stringfellow commended Bentley on their presentation. He recommended an article in the *Newsweek* regarding autism in their May 7<sup>th</sup> edition. Mr. Stringfellow also recommended the *Attitude* summer edition and an article on ADHD.

Terry Berube, 53 Star Farms Drive, asked that the Board review the guidelines regarding lock-downs at the schools after the incident at Keeney last week. She heard there were children crying, kids were put into the corner of rooms. It was very frightening to them. She also questioned the cost to run the buses for an extra day of school for Keeney to make up the day off that resulted.

#### **E. SUPERINTENDENT'S REPORT – PART II**

##### **E.1. District Technology Plan**

The State Board of Education requires an updated technology plan in the next three years. Dr. Kisiel introduced Dr. Bob Pease, the Instructional Tech Supervisor. Dr. Pease explained he was not asking the Board to approve the plan tonight, but his presentation was to help clarify some items that they would be reviewing in the 30+ page plan that had been provided to Board members earlier.

Mr. Leon surmised that Dr. Pease needs funds to hire more people. Dr. Pease agreed that three positions were needed. Mr. Leon then inquired about the State soon requiring on-line testing and would we be ready for that. Dr. Pease felt the District network was in good shape as far as that was concerned. He stated that the Town provided a robust Chief Information

Officer in town and they are ready to upgrade speeds between buildings. The focus now is on the network and instruction.

Mr. Leon stated that the SMARTR Committee had questioned the capabilities of the electrical grid at each school and wondered if most technical equipment would be wireless in the future or hardwired. Dr. Pease stated not a lot more electricity would be required as most tech equipment is going "green" which reduces electric bills. New computers have less power demands and many are wireless.

Mr. Leon also inquired when the text messaging to parents will be set up, as a way to inform parents in case of emergency or other need, as right now the information goes out via email and voicemail. Dr. Pease stated that first an information campaign needs to happen, as not everyone has free text messaging and not all will want to opt in to that service. He also stated that this year the District changed providers from Edu-Link to School Messenger. Dr. Pease feels by September the text messaging service will be up and running.

Ms. Luxenberg asked if a full time webmaster is added, would the District be able to host a Facebook page and webpage that was fluid and changing.

Dr. Kisiel pointed out in the report the 2015 challenge from the state for on-line assessments. We are still awaiting guidelines from the state as to the skill sets required and how many computers would be necessary to test at the same time.

Dr. Pease stated the National Consortium had released new computer purchasing guidelines and he is looking at all the schools involved in on-line testing to evaluate what technology is okay for the test. iPads cannot be used, though two weeks ago it was stated that by 2016 one-quarter of all math assessments will require touch screens/stylus testing, which may mean both traditional computers and iPads will be required.

Mr. Pattacini inquired about the success of the credit recovery and on-line learning classes. Dr. Pease stated that it was not very successful, with many withdrawals. Two students took the AP art program and test. The CT Virtual High School will not be continued. The adult on-line learning through Oddyseyware was a promising program and MHS is also looking into using that.

Mr. Pattacini inquired if there were any possible grants for the software and Dr. Pease stated there are no software grants, only for hardware.

Mr. Pattacini asked Dr. Pease to follow up with the SMARTR Committee to summarize the technology plans.

Dr. Pease reminded the Board that the full technology plan needs to be adopted by the Board before June 15<sup>th</sup> so it can be submitted to the State. Dr. Kisiel stated it would be on the May 28<sup>th</sup> agenda.

## **F. UNFINISHED BUSINESS**

None.

## **G. NEW BUSINESS**

### **G.1. Policy Proposals**

Dr. Kisiel presented five new policy proposals:

- a) Prohibition on Recommendations for Psychotropic Drugs  
School personnel may not suggest or recommend the use of psychotropic drugs. The Planning and Placement Team may recommend a medical evaluation as part of an initial evaluation or reevaluation, as needed to determine a child's eligibility for special education and related services, or educational needs for an individualized education program.
- b) Confidentiality and access to Student Records  
The Manchester Board of Education complies with State and Federal guidelines regarding confidentiality and student records. This policy was reviewed by Shipman & Goodwin and some technical changes were made and will be provided to Board members via email.
- c) Board of Education issued credit card  
A District credit card, to be used only by the Assistant to the Superintendent for District purchases, will be monitored by the Superintendent. This credit card is required because some on-line vendors will not accept purchase orders.
- d) Student Privacy  
The Manchester Board of Education complies with Federal law regarding student privacy in regards to educational research surveys, etc. The policy details the times a parent can opt-out on some items.
- e) Social Networking  
This extensive policy is not about free speech, but guidelines are needed to protect the District and the students. Limits regarding use of social media for teachers and staff are outlined and have been reviewed by the District attorneys. Dr. Kisiel feels it is prudent to

share this policy with the Teacher's Association prior to the next Board Meeting.

## **H. COMMUNICATIONS**

### **H.1. Superintendent Search Committee Update**

The search is well underway for a new Superintendent. The Committee has reviewed potential candidates and they feel a new Superintendent will be chosen by the end of the school year.

## **I. COMMITTEE REPORTS**

### **I.1. Building & Sites Committee**

This report was not in the packets and will be presented at the next meeting.

### **I.2. Curriculum & Instruction**

This report was also moved to the next meeting.

### **I.3. Policy Committee**

Dr. Kisiel summarized the new policy changes in G.1. above.

### **I.4. SMARTR Committee**

Mr. Crockett noted the Committee has been meeting weekly and slowly gaining momentum. They have toured all the elementary schools and March 15<sup>th</sup> they will tour Illing and MHS prior to their meeting. The Committee is gearing up to bring in experts to explore educational models and will be reporting to both Boards in the Fall.

## **J. PUBLIC COMMENTS** (Limited to items on tonight's agenda)

Jerry Bujawich, 88D Ambassador Drive, spoke about the District Educational Technology Plan. As a public representative to the Committee, he commended the members on this plan. He pointed out how technology is ever-changing and who would have thought Encyclopedia Britannica would no longer produce hard versions. In considering building of technology infrastructures you need to think as a pyramid, Manchester will be ready for on-line testing because the basic building blocks are already in place.

Mr. Tom Stringfellow, 183 Hillstown Road, congratulated the recipients of the grants from the Foundation tonight, as well as AnnLinda Dustin-Bray for her quick thinking. Mr. Stringfellow wishes Ashley Mills well at UCONN and good luck to Ms. Manser as she takes over the position.

Mr. Stringfellow recommended an article in the May 12<sup>th</sup> *Education Digest* regarding reaching all children. He also suggested an article regarding

navigating the implications of State standards in the April *Education Digest*. *Attitude* magazine had an article about summer, and the importance of all providers/babysitters knowing about medications and what your child is taking.

**K. ITEMS FOR FUTURE AGENDAS**

Ms. Walton would like a follow up of the MHS graduation rates. Mr. Pattacini stated that is in the queue and Dr. Kisiel asked if it should be on hold until after this year's graduation. It was decided the information could be presented at the July meeting.

**L. ADJOURNMENT**

Mr. Pattacini called for a motion to adjourn.

**Ms. Luxenberg moved and Mr. Crockett seconded the motion to adjourn the meeting.**

**8/0 - Voted in favor.**

**Adjournment 8:57 p.m.**

Respectfully submitted,

Neal Leon  
Board Secretary