

Minutes
THOMASTON BOARD OF EDUCATION
Regular Meeting

Thomaston Town Hall – Meeting Room One
Monday, September 15, 2014
7:00 p.m.

Members:

- | | |
|---------------------------------------|---------------------------------|
| • Roxy Fainer, Chairperson | • Carol Cervellino |
| • Kathleen Freimuth, Vice Chairperson | • Rebecca Guay |
| • Anne Petrucci, Secretary | • Jennifer McDonald |
| • Alexander Lee, Treasurer | • Maureen McMahon |
| • Beth Campbell | • Francine Coss, Superintendent |

Minutes

Members Present: Roxy Fainer, Kathleen Freimuth, Alexander Lee, Beth Campbell, Carol Cervellino, Rebecca Guay, Jennifer McDonald, Maureen McMahon, Anne Petrucci and Francine Coss

Staff Present: Kristin Bernier, Thomaston Center School Principal; Francesca Ciniglio, Teacher; Alisha DiCorpo, Director of Curriculum and Instruction; Monica Reed, Teacher; Deb Sanford, Technology; Aimee Turner, Director of Pupil Service; and Kate Zitany, Teacher of the Year

Public Present: Megan Foell, Justin Gallo, Mrs. Gallo, Laraine Weschler and others who did not sign in.

I. Establishment of a Quorum and Call to Order:

Roxy Fainer established a quorum and called to order the Regular Meeting of the Board of Education at 7: 04 p.m.

II. Pledge of Allegiance:

Roxy Fainer led the Pledge of Allegiance.

III. Approval of Agenda:

Anne Petrucci **MOVED** and Kathleen Freimuth **SECONDED** to accept/approve the agenda as presented.

IV. Approval of Minutes:

Anne Petrucci **MOVED** and Kathleen Freimuth **SECONDED** to accept/approve the Regular Meeting of the Board of Education minutes dated August 18, 2014 as presented.

V. Student Representatives:

- A. Megan Foell
- B. Justin Gallo

Roxy Fainer introduces the Student Representatives and presented them with a welcome gift.

Francine Coss explained the role of Student Representative to the audience.

Kathleen Freimuth **MOVED** and Rebecca Guay **SECONDED** to accept/approve the Student Representatives as presented.

MOTION CARRIES 9-0-0

VI. Recognitions:

- A. Teacher of the Year
- B. Tenure Teachers
- C. New Teachers

Roxy Fainer congratulated Thomaston's 2015 Teacher of the Year, Kate Zitany on her accomplishments and presented her with flowers. Additionally, she welcomed new staff members to the District. Recently tenured teachers were recognized as well, but were not in attendance.

VII. Presentations:

- A. Northwest Evaluation Assessment (NWEA)

Alisha DiCorpo presented a guide to NWEA (Northwest Evaluation Association) assessment presented to the Thomaston Board of Education. She explained that she evaluated the current state of assessments with the administrative team and determined that testing in all three buildings took too many hours; teachers spent a lot of time correcting tests that did not allow for immediate feedback to students; student goal-setting was limited to what was tested/gaps existed; and the district was missing a continuum of learning to address the needs of students because the testing was not similar in each school. They had previously given fixed form tests which showed whether a student is proficient or not proficient. This limited teacher's ability to personalize lessons and required longer testing times. With the implementation of NWEA, a cross-grade computer adaptive test, we will be able to assess all students on what they know regardless of what grade they are in; teachers will learn more about the student including growth from term- to -term and year- to -year; and parents and students can help set more accurate learning goals and prepare for state assessments.

Students are tested in grades K-12 in Reading and Math and beginning in grade 2, students also take a Language Usage test. Students in the middle and high school may take MAP science.

Assessments react to each student's answers. When a student answers fifty percent of the questions incorrectly, the test ends. If a child answers incorrectly once, an easier question is given, if they answer correctly, a more difficult question is provided.

After the assessment is over, data is immediate for teachers and the precise results help all students to learn. Students will be given a RIT score which identifies for us what the

student knows, is ready to learn and is projected to achieve. These scores can be compared to National Standards and State Standards (CT Core).

Discussion:

Kathleen Freimuth asked if NWEA testing would be done in addition to Smarter Balance. **Alisha DiCorpo** responded to the affirmative and explained that they didn't have the testing window for Smarter Balance at this time but they would spread the testing out to avoid students and staff having to be testing continuously. **Francine Coss** explained that the SBAC data may not be received soon enough to evaluate student prior to moving to the next grade, therefore this year they wanted to be sure to include all three testing windows.

VIII. Superintendent's Report:

Five Year Strategic Operating Plan:

Francine Coss provided an update on the Five Year Strategic Operation Plan.

2014 Plan of Conservation and Development Update:

Francine Coss explained that a small portion of the plan had to do with The Board of Education and the recommendations that were made were appropriate and did not require a response.

Fire Marshal's School Inspection Report:

Francine Coss explained that the Fire Marshal conducts school inspections annually and makes recommendations as he sees fit according to code. The recommendations for the 2014/2015 school year inspection have been addressed or a date was provided by which they will be addressed. Additionally, she noted that the Fire Marshal was very pleased with the conditions of the buildings this year.

Building Roof Maintenance and Care:

Francine Coss explained that Ken Koval from the Thomaston Building Committee produced this document and asked if we would consider using the same procedure with the school facilities. Additionally, she explained that the document has been shared with the Head Custodians through Ken and he will be orienting them on the procedure. A regular report will be generated on the roof conditions.

Athletic Coach Hiring Protocol:

Francine Coss explained that in follow up to the discussions related to Schedule K position and Coaches at August's Board Meeting an Athletic Coach Hiring protocol was created. Additionally, she explained that the document describes timelines and deadlines in which documentation has to be provided. This will protocol will be used for all of the hiring of Coaches going forward.

Enrollment Report:

Francine Coss referenced a table at the bottom of the Enrollment Report and explained that the table showed the breakdown to the number of students at each Magnet School.

InfoSnap Registration Module:

Francine Coss explained that InfoSnap was registration module that worked in conjunction with PowerSchool. Using InfoSnap will allow us to collect registration and reregistration data and have the information transferred directly to PowerSchool. Additionally, parents will be able to complete all school forms through this system. The system will also allow for accuracy in residency verification. The District will start the implementation process this year and pilot it with Kindergarten registration.

A. Personnel:

a. New Hires/Transfers:

- *Kristin Raymond, Thomaston High School Assistant Principal, effective August 23, 2014*
- *Julie Han-Duggan, School Secretary, Thomaston High School, effective August 21, 2014*
- *Diana Jonas, Grade 1 Teacher, Black Rock School, transfer state date pending*

b. Resignations/Retirements:

- *Michael Aftowski, Assistant Principal, Thomaston High School, resignation effective August 22, 2014*
- *Gail Nelson, Library Media Specialist, Thomaston Center School, resignation effective September 30, 2014*

c. Substitutes/Long Term Substitutes:

- *Margaret Finn, Long Term Grade 1 Teacher, Black Rock School*
- *Terri Franzi, Long Term History Teacher, Thomaston High School*
- *Patricia Keparutis, Long Term Math Teacher, Thomaston High School*
- *Amber LaPointe, Long Term English Teacher, Thomaston High School*
- *Kristin Mosimann, Regular Substitute, District*

d. Appendix K-1 (Schedule K Positions):

- *Preston Soeprasetyo – Academic Bowl*
- *Preston Soeprasetyo – Grade 9 Class Advisor*
- *Susan Heiland – Teacher in Charge*

e. Appendix K-2 (Coaches):

- *Drew Conlon, Junior Varsity Field Hockey, Thomaston High School*
- *Jeffrey Dickau, Middle School Boys Soccer, Thomaston High School*
- *Abigail Dupont, Field Hockey (10%), Thomaston High School (Temporary Certification in process)*
- *Martin Giroux, Varsity Boys Soccer, Thomaston High School*
- *Brooke Holway, Field Hockey (90%), Thomaston High School*
- *Karen Kociszewski, Middle School Field Hockey (Temporary Certification in process)*
- *Susan Kraut, Middle School Girls Soccer, Thomaston High School (Five Year Certification Renewal in process)*

- *Brian LaFontaine, Junior Varsity Cross Country, Thomaston High School*
- *Christopher McMullen, Varsity Girls Soccer, Thomaston High School*
- *Gabriel Olsen, Middle School Cross Country (Temporary Certification in process)*
- *Mark Olsen, Cross Country, Thomaston High School*

f. Contract Renewals/Extensions

- *Superintendent's Contract*

B. Field Trips Out-of-State:

- *Susan Santovasi, Grade 11 American Literature, Salem, MA, October 29, 2014*

Discussion:

Kathleen Freimuth asked about the Assistant Athletic Director position. **Francine Coss** explained that there is an Athletic Coordinator position at the Middle School. The person holding this position also can assist the Athletic Director when needed. There was candidate recommended for this position, which would be approved at the October meeting.

Anne Petrucci asked about the temporary certification process if it was acceptable to coach if your certification is pending. **Francine Coss** explained that as long as the CPR/First Aid Card, Concussion Management Certificate and High School or College diploma had been submitted to the State along with the Application for Temporary Coaching Certification it was acceptable.

Anne Petrucci **MOVED** and Kathleen Freimuth **SECONDED** to accept/approve Transfers, Resignations, Long Term Substitutes, Substitutes, Schedule K, and Coach Positions as presented.

MOTION CARRIED 9-0-0

Discussion:

Beth Campbell mentioned that there were a few typographical errors in the contract that would need to be corrected.

Kathleen Freimuth made a **MOTION** to **AMEND** the Superintendent's Contract to change the word three to a six and include page two.

Kathleen Freimuth **MOVED** and Beth Campbell **SECONDED** to accept/approve the Superintendent's Contract extension as amended.

MOTION CARRIED 9-0-0

Kathleen Freimuth **MOVED** and Anne Petrucci **SECONDED** to accept/approve the Out-of-State Field Trips as presented.

MOTION CARRIED 9-0-0

IX. Committee Reports:

A. Budget/Audit Committee

1. Reports:
 - Branch Road Crossing
 - Special Education Purchase Bid Waiver
 - Thomaston High School Driveway
 - InfoSnap Registration Module

2. Finance Reports:
 - *2013 – 2014 Budget*
 - *2014 – 2015 Budget*
 - *2012 – 2015 Grant Report*

3. Action Items:
 - *Monthly Business and Financial Report*
 - *2013- 2014 Expenditures*
 - *August 2014 Monthly Transfers*

Alexander Lee **MOVED** and Kathleen Freimuth **SECONDED** to accept/approved Monthly Business and Financial Report, 2013 – 2014 Expenditures, and August 2014 Expenditures as presented.

MOTION CARRIED: 9-0-0

- B. Policy Committee:
 1. Reports:
 - Policy 2151 – Recruitment and Selection of Administrators
 - *Policy 5139 – Participation Fees for School Activities and Policy 6161.2 – Care of Instructional Materials*
 - To define “Take Home” Protocol for District – Purchased Technology
 - *Sample Technology Roll Out Calendar*
 - *Resources for Discussion*
 - *Policy 6141.321 – Acceptable Use*
 - *WAMOGO – BYOD Policy*
 - *WAMOGO – 1:1 Information*
 - *WAMAGO – 1:1 Agreement Form*
 2. Read Items:
 - Job Descriptions – First Read
 - Administration:
 - *Policy 2131(a) – Superintendent of Schools*
 - *Policy 2133 – Principals*
 - *Policy 2133.11 – Assistant Principals*
 - *Policy 2134(a) – Director of Business Manager*
 - *Policy 2135(a) – Director of Pupil-Personnel Service*
 - *Proposed Policy 2135.1 – Director of Curriculum, Instruction, and Assessment*
 - Resource for Discussion:
 - *Policy 2300 – Statement of Ethics for Administrators*
 - *Policy 2300.1 – Statement of Standards for School Leaders*

- *Common Core of Leading: Connecticut School Leadership Standards*

Discussion:

Francine Coss explained the process in which the Policy Audit works. Additionally, she explained the Policies that were discussed during the Policy Committee meeting.

X. Public Participation:

The Board welcomes public participation in accordance with Thomaston Board of Education Policy 9325(a) - Bylaws of the Board - Meeting Conduct. Specifically, provision for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

- *Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.*
- *No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the chair, of that person's privilege of address. If necessary, the Chairperson may clear the room so that Board members may continue the meeting.*
- *No oral presentation shall include charges or complaints against any employee of the Board of Education, regardless of whether or not the employee is identified in the presentation by name or by another reference that tends to identify an individual. All charges or complaints against employees shall be submitted to the Board of Education under provision of Board of Education policy. The Thomaston Board of Education is confident you will observe the rules of common courtesy.*

Public Comments:

There was no public participation.

Adjournment:

Kathleen Freimuth **MOVED** and Anne Petrucci **SECONDED** to adjourn the Regular Meeting of the Board of Education at 7:49 p.m.

MOTION CARRIED 9-0-0