

**CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD**

**Draft Minutes of Meeting  
March 17, 2015**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on March 17, 2015, at the CT Aero Tech School, Brainard Airport, 500 Lindebergh Drive, Hartford, CT.

**I. Call to Order**

Chairperson Trefry called the meeting to order at 1:20 p.m.

Present: Mr. Robert Trefry, Chairperson  
Mr. John Barrasso  
Mr. Stephan Bundschu  
Ms. Karen Eichstaedt  
Mrs. Patricia Keavney-Maruca  
Commissioner Sharon Palmer  
Mr. Fitz Walker

Absent: Mr. Matthew Nemerson  
Commissioner Catherine Smith

Mr. Trefry thanked Ms. Manson, Regional Assistant Principal, for hosting the Board meeting. Ms. Manson thanked the Board members for their support. Mr. Charles Hilton, Aviation Department Head, introduced four students, Marcelina Plesiak, Paul Leach, Payton Brennan and Nelson Agayaong to the Board members who spoke a little about their background and their experience at the CT Aero Tech School.

**II. Public Participation**

There was no public participation.

**III. Consent Agenda**

There were no items on the consent agenda.

**IV. Executive Session**

There was no executive session.

**V. Consideration of Minutes**

The Board voted unanimously that the minutes of the February 17, 2015 meeting be approved.

Vote: In Favor: Barrasso, Bundschu, Eichstaedt, Keavney-Maruca, Palmer, Trefry, Walker  
Opposed: 0  
Abstained: 0  
Absent: Nemerson, Smith

**VI. Report of the Superintendent of Schools**

**2015 Apprentice Awareness Breakfast**

On March 17, 2015 Superintendent Torres spoke at the Department of Labor's Apprentice Awareness Breakfast held at the State Capitol.

## **Naugatuck Valley Community College Smaller Manufacturers Association – Educational Roundtable**

On Monday, March 16, 2015 Superintendent Torres spoke at a roundtable dinner meeting sponsored by the Smaller Manufacturer's Association. The topic was "Success Stories in Technical Workforce and Education Roundtable". Superintendent Torres presented on the CTHSS manufacturing efforts across the state. President Daisy Cocco De Filippis was also in attendance. The CTHSS will be partnering with Naugatuck Community College and creating evening programs for adult students in the areas of manufacturing. The target schools are Kaynor Tech in Waterbury and Abbott Tech in Danbury.

## **Leadership to Maximize District Coherence Institute Conference**

On March 18 and 19, 2015, Superintendent Torres along with five principals will be attending the Leadership to Maximize District Coherence Institute Conference in Cromwell led by Mr. Michael Fullan who an internationally acclaimed authority on organizational change. Superintendent Torres and five of her principals will be delving deeper in school improvement at this conference to better support the district.

## **Collaborative Efforts between the CTHSS and the CT State Colleges and Universities (CCSU) Board of Regents for Higher Education (BOR)**

On February 27, 2015 Superintendent Torres met with Capital Community College President Wilfredo Nieves and the Director of Advanced Manufacturing for the Board of Regents for Higher Education CCSU, Ms. Tracy Ariel to discuss the collaborative efforts between the CTHSS and CSCU. Also discussed at this meeting were the 11 college credits to be ensured to manufacturing students. A Memorandum of Understanding should be in place by the Fall of 2015.

## **Abbott Tech Hosted a Manufacturing Jobs Round Table Discussion That Included Congresswoman Elizabeth Esty and U.S. Deputy Secretary of Labor Christopher Lu**

On March 10, 2015, Henry Abbott THS hosted a manufacturing jobs round table discussion that included Congresswoman Elizabeth Esty and U.S. Deputy Secretary of Labor Christopher Lu, and other business leaders and distinguished guests. Congresswoman Esty facilitated the round table discussion on efforts to train and employ the Connecticut's future workforce specifically in the area of manufacturing. The US Deputy Secretary was impressed with the CTHSS school model.

### **A. Budget Update**

On March 2, 2015, Superintendent Torres shared with the Board members the Proposed General Fund Budget for FY 2016 and FY 2017. At the March 17, 2015 Subcommittee meeting on Outreach and Finance, the committee members met and discussed the proposed FY 2016 and FY 2017 Proposed Budget. Superintendent Torres introduced Mr. James Chasse, Education Consultant to the Committee members who provided an update on the FY 2016 and FY2017 Proposed Budget.

On September 16, 2014, the Connecticut Technical High School System Board approved the proposed CTHSS Operating and Capital Budget Request for fiscal years 2015-16 and 2016-17. Included in the budget package was a request for 57 new positions in the first year and 11 in the second year, approximately \$167.8M and \$169.5M in operating funds, and approximately \$11.3M and \$8.7M in capital funding. The request was then included in the Department of Education's Budget Request, approved by the State Board of Education and submitted to the Office of Policy and Management (OPM) for consideration.

On February 18, 2015, the Honorable Governor Dannel P. Malloy released his proposed Operating and Capital Budget for the biennium. The Governor's Proposed Operating Budget includes 21 new positions in the first year (FY 2016) and nine in the second year (FY 2017) with an operating budget of approximately \$166.8M and \$170.9M. The Governor's Proposed Capital Budget includes no new funding for FY 2016 and \$12M for fiscal year 2017. The new positions proposed for FY 2016 and for FY 2017 are targeted for the continued expansion in enrollment at J.M. Wright THS. If the Governor's Proposed Operating Budget is approved, the district's legislatively authorized position count will increase to 1,576.

As noted above, the Governor's Proposed Operating Budget recommends an allocation of approximately \$166.8M in FY 2016 and approximately \$170.9M in FY 2017. The proposed operating budgets include the impact of collective bargaining increases, annualization of positions filled during fiscal year 2015 and fiscal year 2016 and increased fuel and utility costs and other expenses at J.M. Wright THS.

At the present time, the operating budget does not provide additional positions and funding as requested for school resource officers, increased instructional and central office staff, and planned position funding adjustments. The financial impact of potential inflation was also removed from the proposed budget.

As also noted above, the Governor's Proposed Capital Budget recommends a bond allocation of \$0 in FY 2016 and \$12M in FY 2017. As the CTHSS has more than \$46M in legislatively authorized capital fund still available, we will be reprioritizing our planned projects. We now await legislative consideration of the Governor's FY 2016 and FY 2017 Proposed Budget during the 2015 Regular Session of the General Assembly which is currently scheduled to adjourn on June 3, 2015. Assuming final legislative and OPM approval, the positions will then be posted and the interview process can commence. Superintendent Torres feels confident with the budget proposal.

A copy of the proposed budget is included in the official file of this meeting.

## **VII. Items Requiring Action**

### **A. Healthy Food Certification Statement**

At the March 17, 2015 Subcommittee meeting on Outreach and Finance, the committee members met and agreed unanimously to recommend to the CTHSS Board the approval of the Healthy Food Certification Statement. It is recommended that the Board approve the Proposed Tuition and Fees for FY 2016 and FY 2017 and recommend approval to the State Board of Education at their April 6, 2015, meeting. Superintendent Torres introduced Ms. Katherine Atkinson, Education Consultant to the Committee members.

The CTHSS has made a concerted effort in serving more fruits, vegetables and whole grains while decreasing saturated fat, trans fats and sodium in school meals in order to align with the dietary guidelines for Americans and comply with the Healthy, Hunger Free Kids Act. The CTHSS has opted not to participate in the Healthy Food Certification for the 2015-16 school year due to the financial impact of the decision. Specifically, the Connecticut State Department of Education's Office of Child Nutrition noted the program is understaffed for its size and the current staffing is insufficient to take on the additional responsibilities. In addition, taking on the Healthy Food Certification will limit the ability to sell certain a la carte items and food created by the Culinary Arts program in execution of their curriculum. The district will be required to spend additional funds on higher food costs and increased staffing requirements. The CTHSS is currently making significant improvements to school meals by updating the meals and nutrition standards for school lunch and school breakfast.

Superintendent Torres and Ms. Atkinson responded to questions the board members raised about the 2015-16 Healthy Food Certification Statement. Discussion included: a pilot program at Cheney Tech introducing tiered pricing, grab and go, significant improvements to the lunch menu including healthier recipes and the financial impact if the CTHSS did participate.

Mr. Barrasso moved, Ms. Keavney seconded, that the committee pursuant to Section 10-215b of the Connecticut General Statutes, agrees to recommend to the State Board of Education that the Connecticut Technical High School System not participate in the Healthy Food Certification for the 2015-2016 school year.

Vote:	In Favor:	Barrasso, Bundschu, Eichstaedt, Keavney-Maruca, Palmer, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	Nemerson, Smith

Motion carried unanimously.

A copy of the Healthy Food Certification Executive Summary is included in the official file of this meeting.

### **B. Proposed Tuition and Fees**

At the March 17, 2015 Subcommittee meeting on Outreach and Finance, the committee members met and agreed unanimously to recommend to the CTHSS Board the approval of the Proposed Tuition and Fees for FY 2016 and FY 2017. It is recommended that the Board approve this tuition and fee schedule which will enable the district to continue to provide affordable educational opportunities to adults in need of additional training and provide nutritional school lunches and breakfasts to our secondary population. All of the rates have been carefully examined to make sure that they continue to be competitive with similar programs across the state, while at the same time supporting the increase in operational costs. Discussion included: the ability for CTHSS to collect credit card payments, the possibility of having to collapse adult programs if more budget cuts were needed and the impact it would have on the Strategic Plan

Mr. Barrasso moved, Commissioner Palmer seconded, that the Board approves the Proposed Tuition and Fees for FY 2016 and FY 2017 and recommends approval to the State Board of Education at their April 6, 2015, meeting.

Vote:	In Favor:	Barrasso, Bundschu, Eichstaedt, Keavney-Maruca, Palmer, Trefry, Walker
	Opposed:	0
	Abstained:	0
	Absent:	Nemerson, Smith

Motion carried unanimously.

A copy of this report is included in the official file of this meeting.

## **VIII. Items for Discussion**

### **A. Oliver Wolcott THS Manufacturing Student Recognition**

Superintendent Torres introduced Mr. John Murphy Manufacturing Education Consultant and Mr. Lawrence Pomerleau, Oliver Wolcott Manufacturing Department Head to the Board members. Ryan Jacquemin, an Oliver Wolcott Manufacturing student was recently awarded the title of "Innovator of the Future" by Mastercam, a leader in PC-based CAD/CAM software. Mr. Pomerleau who is Ryan's teacher spoke to the board about the manufacturing program at Oliver Wolcott and the Mastercam challenge. Mr. Pomerleau also shared a video about Ryan and the Innovator award he received which was the mirror he designed and built for the Mars Rover. Ryan is a top student and will undoubtedly make an excellent professional in the field when he graduates. The Board members are extremely impressed with the Manufacturing Program and thanked Mr. Murphy and Mr. Pomerleau for presenting at today's meeting. Ryan could not attend today's meeting but was given a certificate on behalf of the CTHSS Superintendent and the CTHSS Board at the March 16, 2015 NVCC, Smaller Manufacturers Association of CT meeting.

Mr. Murphy responded to questions the board members raised about the Manufacturing Programs. Discussion included, 3-D printing and the benefit of project based learning.

### **B. Overview of the Aviation Maintenance Technician Program**

Superintendent Torres introduced Mr. David Kapitulik, Education Consultant to the Board members. Also introduced was Mr. Charles Hilton CT Aero Tech Dept. Head, Ms. Katrina Schaefer and Mr. Rich Dusseault, Operations Manager of Bombardier at Bradley International Airport. Mr. Kapitulik shared a PowerPoint presentation on the CTHSS Aviation Maintenance Programs which included the location of the programs, the curriculum, costs, student data (number of students at each location), FAA exams and business and industry relationships. Mr. Dusseault and Ms. Schaefer spoke to the Board members about their partnership with CT Aero Tech and some of the programs they participate in such as the "Walk in My Boots" Aviation Career Program initiative and "The Inspire Future Aviator Program".

Discussion included program requirements, scholarships, and high demand for aviation programs in CT and MA. Mr. Hilton addressed specific questions regarding the CT Aero Tech Program. Mr. Murphy responded to questions on manufacturing, program expansion, industry demands and responding to trends as we build schools.

A copy of the CTHSS Aviation Maintenance Technician Programs PowerPoint is included in the official file of this meeting.

**IX. Report of the Chair**

Mr. Trefry shared with the Board members that Mr. Barrasso has agreed to chair the Outreach and Finance Subcommittee. Mr. Trefry also shared that we are getting closer to filling the vacant CTHSS Board slots.

**X. Committee Reports**

**A. Quality and Policy**

Ms. Keavney-Maruca reported that her committee met on March 13, 2015. The committee received an update on the CTHSS LPN Program Costs. They also received a presentation on Winter Reading Data presented by Dr. Risolo which we are showing great progress in.

**B. Outreach and Finance**

Mr. Barrasso reported that the committee met on March 17, 2015, just prior to today's Board meeting. The committee members discussed and recommended approval of the Healthy Food Certification Statement and the Proposed Tuition and Fees for Fiscal Years 2016 and 2017. The Committee also discussed the Proposed General Fund Budget for FY 2016 and FY 2017.

**XI. Public Participation**

There was no public participation.

**XII. Adjourn**

The CTHSS Board adjourned its meeting at 3:15 p.m.

*Diane Curtis*

Prepared by:

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Diane M. Curtis, Administrative Assistant  
Connecticut Technical High School System