

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

Draft Minutes of Meeting January 23, 2013

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on January 23, 2013, at the Vinal Technical High School in Middletown, Connecticut.

I. Call to Order

Chairperson Trefry called the meeting to order at 1:30 p.m.

Present: Mr. Robert Trefry, Chairperson
Mr. Joseph J. Vrabely, Jr., Co-Chairperson*
Mr. John Barrasso
Mr. Stephan Bundschu
Mrs. Patricia Keavney-Maruca
Mr. Matthew Nemerson*
Dr. Lillian Ortiz
Commissioner Sharon Palmer

Absent: Dr. Susan Davis (has not yet taken oath of office)
Commissioner Catherine Smith
Mr. Fitz G. Walker, Jr.

Mr. Trefry thanked Mr. Shellman, Principal of Vinal Technical High School, for hosting the Board meeting. Mr. Shellman introduced students Amanda Balch and Lauren Drotar who shared their post-graduation plans.

II. Public Participation

No one from the public addressed the Board.

III. Executive Session

There was no executive session.

IV. Consideration of Minutes of the December 19, 2012 Meeting

Ms. Keavney-Maruca moved, Ms. Ortiz seconded, that the board approved the Minutes of the December 19, 2012, Technical High School System Board Meeting.

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

Motion carried unanimously.

V. Biennial Summary Report

At the December 19, 2013 Connecticut Technical High School (CTHSS) Board Meeting, the CTHSS Board requested that the Biennial Summary Report be placed on the January 23, 2013 agenda for further discussion. Discussion followed. Mr. Trefry requested that the CTHSS data unit provide the board with more information about the college major students are pursuing. He suggested that this report be a topic of discussion at a future meeting of the Quality and Process Committee.

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

*Mr. Vrabely arrived at 1:40 p.m.

VI. Technical High School System District Management Plan

Interim Superintendent Torres presented the Management Plan for the Connecticut Technical High School System. She introduced Dr. William D. Breck, Executive Coach and Educational Consultant. Dr. Breck will be providing educational coaching services to the Interim Superintendent. Mr. Trefry commended the Interim Superintendent on her plan and the development of a distributed leadership model that will allow her to lead the board's efforts with the strategic process. Interim Superintendent Torres was requested to provide additional information about the current central office assignments — specifically who is now assigned to do the work formerly performed by staff who have left the central office.

A copy of the Technical High School System District Management Plan is included in the official file of this meeting.

*Mr. Nemerson arrived at 2:00 p.m.

VII. Trade and Academic Allocations

The district's planned allocation of \$3 million for trade and academic equipment had been previously discussed at the December 19, 2012, CTHSS Board Meeting and referred to the committee on Finance and Facilities for further discussion.

Mr. Vrabely reported the "Allocation of Bond Funds for Trade and Academic Equipment by Trade by School" was discussed at the January 17, 2013, Finance and Facilities subcommittee meeting. At that meeting, the committee agreed to recommend approval of the revised allocation plan to the CTHSS Board.

The committee was provided a revised executive summary explaining how the allocations were calculated and the process for determining school-based needs.

Mr. Vrabely moved, Mr. Barrasso seconded, that the board approves the Allocation of Bond Funds for Trade and Academic Equipment as recommended by the Ad Hoc Committee on Finance and Facilities and directs the Chairperson to take the necessary action.

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

Motion carried unanimously.

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

VIII. Financial Update: Impact of Budget Rescissions

Interim Superintendent Torres reported based on recent holdbacks, that the CTHSS operating budget has been reduced by approximately \$13 Million. The district is currently projecting a deficit of approximately \$3 million if the CTHSS were to fill all 31 full-time and 25 part-time vacancies immediately. If the district continues to leave most of these positions vacant and is able to achieve savings in its fuel and utilities account, the deficit could potentially be reduced to \$400,000. However, Interim Superintendent Torres is pressing for the immediate refill of six (6) positions to address health and safety and instructional needs. The CTHSS principals continue to share health and safety concerns and we are trying to address their needs.

Commissioner Pryor voiced concern with the district's inability to quickly fill vacant positions given the need to follow the state's multi-layered hiring process. He recommended that the Board or one of its subcommittees review the district's hiring process at a future meeting.

Interim Superintendent Torres also informed the board that four (4) of the district's bond requests have been placed on the agenda of the State Bond Commission for consideration at its meeting on January 25, 2013.

The four items include:

\$385,000 for the replacement of five (5) buses that were retired on January 1, 2013 as they had reached the 12 year threshold; \$1,500,000 for various alterations and improvements in the schools; \$450,000 to finance the design of interior and exterior handicapped accessibility issues at Vinal THS as identified in a Civil Rights Compliance Review; and \$604,130 to finance the design of a roof replacement and mechanical improvements at Windham THS.

A copy of the Operating and Capital Budget Status Report is included in the official file of this meeting.

IX. Report of the Chair

A. Meeting with Committee Chairs

Mr. Trefry reported he met with the chairs of the Committees on Quality and Process, Finance and Facilities, and Outreach and Stakeholder Partnerships on January 4, 2013. Each committee is working on recommendations made by the CTHSS Task Force and the strategic planning process for the CTHSS as it relates to the charge of their committee.

B. Status of J.M. Wright Technical High School

Mr. Trefry reported J.M. Wright plans to open in 2014. Mr. Trefry met with Celeste Johnson (founder of Obex), and Michael Critelli (retired Executive Chairman Pitney Bowes) from Stamford regarding the future of J.M. Wright. Mr. Trefry will invite Celeste Johnson to a future meeting to address the board regarding possibilities of J.M. Wright serving as a pilot school for innovative technical education. Board members were invited to send readings concerning technical education to Interim Superintendent Torres. Interim Superintendent Torres will arrange to have representation from the New England Association of Schools and Colleges (NEASC) at the next Board meeting to address emerging trends in technical education. This will be the main topic at the next Board meeting.

C. Superintendent Search Process

Mr. Trefry provided the Board a draft outline of the process they intend to follow in conducting the search for the next CTHSS Superintendent of Schools. A discussion followed.

X. Committee Reports

A. Quality and Process

Ms. Keavney-Maruca, Co-chairperson of the Committee on Quality and Process Ad Hoc committee reported they had a very productive meeting on January 16, 2013. The committee discussed and prioritized their action items. Interim Superintendent Torres plans to have the trade consultants who oversee the construction cluster attend the next meeting which is scheduled for February 8, 2013, to discuss the re-authorization of these trades. The CTHSS trade consultants are in the process of preparing a review of their area in comparison to state and national models.

B. Finance and Facilities

Susan Davis, Chairperson, requested Mr. Vrabely report on her behalf. Mr. Vrabely reported that the Committee on Finance and Facilities met on January 17, 2013. The committee discussed the Operating and Capital Budget, Allocations of Bond Funds for Trade and Academic Equipment, busses, meal swipe cards, and tuition rates. The committee members engaged in an in-depth conversation regarding school safety.

C. Outreach and Stakeholder Partnerships

Mr. Nemerson, Chairperson, reported the committee will be meeting in the near future and looks forward to engaging stakeholders in discussions on how to best move the CTHSS forward.

Mr. Trefry expressed his appreciation for all of the work the subcommittees have been doing.

XI. Public Participation

There was no public participation.

XII. Adjourn

On a motion by Ms. Keavney, seconded by Mr. Barrasso, the Board voted unanimously to adjourn its meeting at 2:57 p.m.

Prepared by: *Diane Curtis*
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Connecticut Technical High School System