

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Minutes of Meeting
October 18, 2016**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on October 18, 2016 at A.I. Prince Technical High School, Hartford, CT.

I. Call to Order

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

Present: Mr. Robert Trefry, Chairperson
Mrs. Patricia Keavney-Maruca, Vice Chairperson
Mr. John Barrasso
Dr. Daisy Cocco De Filippis
Mr. Peter Hoecklin
Commissioner Scott D. Jackson
Ms. Karen Eichstaedt
Ms. Gina Chiarella
Commissioner Catherine Smith

Absent: Mr. Chris DiPentima
Mr. Fitz Walker

Mr. Trefry welcomed Ms. Gina Chiarella Schum a new board member of the Connecticut Technical High School System Board, and thanked her for her willingness to serve. Ms. Chiarella shared a few words about herself and her electronics recycling company, Take 2, Inc. located in Waterbury, CT.

Mr. Trefry thanked Ms. Williams for hosting today's meeting. Ms. Williams welcomed the Board members and guests and introduced four students: Jose Tavares, a Sophomore Carpentry major; Samantha Santiago, a Junior Culinary Arts major; Edwin Alicea a Senior Culinary Arts major and number seven in his class; and Aleeta Rampertab, a Senior IST major, and number two in her class.

Commissioner Wentzell thanked Ms. Williams, Superintendent Torres for hosting the Paraeducator of the Year Ceremony on October 13, 2016. The students and faculty went above and beyond for this event.

II. Oath of Office

Attorney Louis Todisco administered the Oath of Office to Ms. Gina Chiarella.

III. Public Participation

There was no public participation.

IV. Consent Agenda

A. Consideration of Minutes

The board voted unanimously that the minutes of the September 20, 2016 meeting be approved.

Vote: In Favor: Trefry, Keavney, Barrasso, Chiarella, De Filippis, Eichstaedt, Hoecklin, Jackson, Smith
Opposed: 0
Abstained:
Absent: DiPentima, Walker

V. Executive Session

The Board did not go into executive session.

VI. Report of the Superintendent of Schools

SBE Budget Reduction & Reallocation Options for the 2017-19 Biennial Budget

At the October 5, 2016 State Board of Education meeting, the board approved the agency's budget reduction and reallocation options for the 2017-2018 Biennial budget. The CTHSS proposal approved on September 20, 2016 by this board was also included in this proposal. Superintendent Torres reminded Board members that this is an exercise that all State Agencies need to undergo, which have generated a lot of conversations. Proposed reductions in the proposal included: Suspension of all athletics programs (\$3.0), savings from the continued suspension of the Licensed Practical Nurse programs (1.2M), the transfer of instructional costs from the aviation maintenance program from the operating budget to the extension fund (\$400,000) and continued reduction in overtime expenses subject to approval to fill existing maintenance positions (\$200,000). The remaining cost reductions of approximately \$11.4M are from the closure or suspension of operations of at least two schools. Mr. Trefry indicated that the approval of the proposal at the October 5th, 2016 SBE meeting does not mean the SBE members support the closing of schools or programs at this time, but merely an exercise the agency needs to undergo.

Discussion included: Next steps-- Commissioner Wentzell walked the Board members through the next steps of the Budget process which will be the Governor's budget being formulated in mid-January 2017. Further discussion/questions included, advocacy from the CTHSS Board and other ways to address budget reductions. Superintendent Torres is confident that all possible system efficiencies have been explored and implemented.

Update on Partnership with Community Colleges – LPN

At September 20, 2016 CTHSS Board meeting, the Board voted to suspend programs, but to continue to pursue partnerships with the Board of Regents. On September 28, 2016, Superintendent Torres met with representatives from the CT State Colleges and University System at A.I. Prince THS to discuss the programs. A follow-up meeting has been scheduled for November 17, 2016 at A.I. Prince. The grant has been submitted for curriculum writing and she expects to hear by late November. Once the grant is received, the CTHSS will go to the Board of Examiners for Nursing to seek approval for the relocation of the LPN programs to move to the Community Colleges but housed at the CT Technical High Schools. They anticipate the need for three to four program sites.

2017 Legislative Proposals

At the October 5, 2016 SBE Board meeting, Board members approved the 2017 Legislative Proposals. At the September 20, 2016, the CTHSS approved the proposal clarifying the language about the Schools of Aviation including aviation as a postsecondary program at the CT Aero Tech and Stratford School for Aviation. Superintendent Torres reported that this proposal was not submitted in the SBE proposal and is pending further review.

SAT Data - Career Readiness Continuum

Superintendent Torres reviewed with the Board members the SAT data included in their board packets along with the CTHSS Student profile presented at the last CTHSS Board meeting. Superintendent Torres highlighted that Windham THS had the highest SAT Math score with 25% at above level three followed by Norwich THS at 24% and Oliver Wolcott THS at

22%. Kaynor THS had the highest SAT Language Arts score where 61% of the students were above level 3. Results showed that achievement gaps persist and the Superintendent is looking very closely at these gap. She has reviewed this data with her Leadership Council and they are fully aware of what their charge is. In terms of the participation rate, the CTHSS has done an excellent job in educating parents regarding student achievement tests and making sure students come to school on SAT Day. Goodwin and Windham THS had a 100% participation rate. Superintendent Torres reported that the CAPT Science data has been solid for the past few years and on an upward trend. Goodwin THS saw a 15 point increase from 2015-16, followed closely by Kaynor and Wilcox Tech. Nine of the 17 schools showed a gains as high as 18% since 2014-15.

The SAT Topic will remain as an agenda item at the Quality and Policy Subcommittee Meeting.

Commissioner Jackson asked whether follow-up reports on the CTHSS Student Profile sheet would be included at future meetings. Superintendent Torres confirmed that this was the vision for this school year. Mr. Hoecklin expressed concern about the community misinterpreting the data and seeing schools as failing when the mission of the CTHSS was more complex than a regular high school. Commissioner Wentzell spoke about the new accountability system and the flexibility received from the Federal Government in 2015 to have a system that goes beyond test scores. Districts are encouraged to include metrics the community values.

Constitution State Conference

All Connecticut Technical High Schools who are current members of the Constitution State Conference are considering withdrawing from the conference at the conclusion of the 2016-17 school year. The CTHSS is presently working on creating an internal league that will support our students and programs and create a more efficient and cost-effective model for the district. The Benefits - \$30,000 league dues, \$45,000 reduced transportation costs and additional savings from team mergers. The biggest benefit is not money but loss of instructional time driving across the state for games.

Quinebaug Valley Community College (QVCC) Ribbon Cutting Celebration - Advanced Manufacturing Tech Center

On September 30, 2016, Superintendent Torres attended QVCC's ribbon cutting celebration of their Advanced Manufacturing Technology Center which houses the college's programs in advanced manufacturing, supply chain management, mechatronics and metrology. Superintendent Torres looks forward to the partnership CTHSS has with NVCC.

Naugatuck Valley Community College (NVCC) Ribbon Cutting Ceremony Reception for the new NVCC Danbury Campus

On October 14, 2016 Superintendent Torres joined Dr. De Filippis in celebrating their opening of their Danbury campus

VII. Items Requiring Action

There were no items requiring action.

VIII. Items for Discussion

A. Budget Update

Superintendent Torres introduced Mr. Chasse who provided an update on latest information impacting the district's operating budget for fiscal year 2016-17.

The district continues to pursue the refill of critical instructional and operational positions. Using the latest available financial and human resources data, net savings from delayed refill of positions has eliminated the projected deficit for fiscal year 2016-17. The latest projections assume that 46 full-time positions approved for refill by the Office of Policy and Management (OPM) will be filled by October 28, 2016. The projections also assume an additional 42 full-time general fund positions (including four durationals) currently awaiting approval to post will be filled by November 25, 2016. The fiscal year 2016-17 revised budget is \$158,466,509. The entire approval, recruiting and hiring process is very fluid and the information on the vacancy count changes on a daily basis. Mr. Chasse provided

a breakdown of the current 155 vacancies of which the District is currently pursuing 100 for refill. The savings from the 55 frozen positions is approximately \$2,480,000. Further rescission actions that might be taken during the 2016-17 fiscal year will greatly impact strategic planning efforts and require further programmatic reductions.

Mr. Chasse also reported that at the September 30, 2016 Bond Commission meeting approximately \$2.8 million was approved to award a construction contract for a new masonry shop and fitness center at Bullard-Havens Technical High School.

Discussion included: There is still quite a number of substitutes and the difficulty in recruiting this time of year.

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

B. CTHSS Report of Expenditures by School Results (2015-16)

Section 10-99g (b) of the Connecticut General Statutes (C.G.S.), requires the superintendent of the technical high school system to semiannually submit the operating budget and expenses for each technical high school, in accordance with section 11-4a, to the Secretary of the Office of Policy and Management, the director of the legislative Office of Fiscal Analysis and to the joint standing committee of the General Assembly having cognizance of matters relating to education.

Superintendent Torres introduced Mr. Chasse who presented the Report for the 2015-16 school year and discussed the expenditure sheet included with the report. The total expenses for the 2015-16 school year were approximately \$300.2 Million.

Discussion included: Actual LEA per pupil cost, using these numbers as a benchmark, and providing at a future meeting a breakdown analysis of payroll costs, i.e. looking at other technical high school system costs.

A copy of the CTHSS Report of Expenditures by School Results (2015-16) is included in the official file of this meeting.

C. CTHSS Report on Replacement of School Buses

Section 10-97b (a) of the C.G. S., requires the State Board of Education to replace any school bus that (1) is twelve years or older and is in service at any technical high school, or (2) has been subject to an out-of-service order, as defined in section 14-1, for two consecutive years for the same reason.

Section 10-97b (b) of the C.G. S., requires the Connecticut Technical High School System (CTHSS) to provide a report to the Secretary of the Office of Policy and Management and to the joint standing committees of the General Assembly having cognizance of matters relating to education and finance, revenue and bonding a report on the replacement of school buses in service in the Connecticut Technical High School System. Such report shall include the number of school buses replaced in the previous school year and a projection of school buses anticipated to be replaced in the upcoming school year.

Superintendent Torres introduced Mr. Chasse who reported for the 2015-16 school year, the Connecticut Technical High School System had zero (0) buses that were replaced due to the twelve year threshold and/or due to out-of-service orders. For the current 2016-17 school year, the Connecticut Technical High School System has zero (0) buses that will be removed from service in January 2017 due to the twelve year threshold. No buses will be removed from service due to out-of-service orders.

The next replacement of buses will occur in January 2018 when the district will need to replace twenty (20) units that will have reached the twelve year threshold.

A copy of the CTHSS Report on Replacement of School Buses is included in the official file of this meeting.

D. CTHSS Report of School Budgets

Section 10-99g (b) of the Connecticut General Statutes (C.G.S.), requires the superintendent of the technical high school system to semiannually submit the operating budget and expenses for each technical high school, in accordance with section 11-4a, to the Secretary of the Office of Policy and Management, the director of the legislative Office of Fiscal Analysis and to the joint standing committee of the General Assembly having cognizance of matters relating to education.

Superintendent Torres introduced Mr. Chasse who presented the CTHSS Report of School Budgets and discussed the 2017 Budgets by School By category as of October 18, 2016 Spreadsheet included with the report. The schools have been directly allocated approximately \$6.7M to date. The district is retaining funding to meet projected payroll (\$136.7M) and fuel and utility (\$8.6M) obligations on behalf of the schools and to operate the district's central office.

Approximately \$9.1 is being retained in the central office to meet district wide obligations such as special education brokered services, professional development, marketing and public relations, textbooks, bus inspections/repairs, and building inspection and code compliance repairs. Schools are also able to access this funding for instructional equipment repairs, toner, and block grants for school-based projects.

The posting of the school budgets to the individual school websites as required by C.G.S. 10-99g (c) is pending at time of publication.

A copy of the CTHSS Report of School Budgets is included in the official file of this meeting.

E. Update on the CTHSS Hiring Process (Public Act 16-42)

Superintendent Torres reminded the Board members that at the end of the last legislative session Public Act 16-42 was instituted which states, "The Superintendent shall communicate directly with the Secretary of the Office of Policy and Management regarding the creation or filling of staff positions included in the approved operating budget for the technical high school system." Superintendent Torres reported that she has been working very closely with Ms. Zuboff, SDE Bureau of Human Resources Administrator and colleagues from the Office of OPM in order to streamline the internal approval process. Superintendent Torres walked the Board members through the current hiring process steps. Four steps have been removed from the process due to the LEAN process. In response to this legislation, the process has been streamlined and internal approval is requiring the sign-off from the Principal, CTHSS fiscal (for a review of sufficient funding) and the Superintendent (to ensure the position is a district priority). Upon the Superintendent's approval, the position request is submitted to Human Resources for entry into CORE-CT. Throughout this process, the Superintendent is in regular communication with the Office of Policy and Management to communicate the district's position priorities.

IX. Report of the Chair

Mr. Trefry reported earlier in the meeting under Item VI. on the SBE Budget Reduction and Reallocation Options for the 2017-19 Biennial Budget. At the October 5, 2016 State Board of Education meeting, the board approved the agency's budget reduction and reallocation options for the 2017-2018 Biennial budget. Commissioner Wentzell reiterated that the State Board of Education is very supportive of not closing any Connecticut Technical High Schools.

X. Committee Reports

A. Quality and Policy

The Quality and Policy Subcommittee did not meet.

B. Outreach and Finance

The Outreach and Finance Subcommittee did not meet.

XI. Public Participation

There was no public participation.

XII. Adjourn

The CTHSS Board adjourned its meeting at 3:20.

Diane Curtis

Prepared by:

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