

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

Draft Minutes of Meeting December 19, 2012

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on December 19, 2012, at the Norwich Technical High School in Norwich, Connecticut.

I. Call to Order

Chairperson Trefry called the meeting to order at 10:10 a.m.

Present: Mr. Robert Trefry, Chairperson
Mr. Stephan Bundschu
Dr. Susan Davis (via telephone at 11:12 a.m.)
Mrs. Patricia Keavney-Maruca
Mr. Matthew Nemerson
Dr. Lillian Ortiz
Commissioner Sharon Palmer
Mr. Joseph J. Vrabely, Jr.

Absent: Mr. John Barrasso
Commissioner Catherine Smith
Mr. Fitz G. Walker, Jr.

Mr. Trefry called for a moment of silence in honor of the victims of Sandy Hook Elementary School.

Mr. Trefry thanked Nikitoula Menounos, Principal of Norwich Technical High School, for hosting the Board meeting and complimented her on Norwich Tech's CAPT scores being the highest in the district. Dr. Menounos introduced students Kimberly Sanon and Gabrielle Nicole Tudisca, who shared their post-graduation plans.

II. Public Participation

No one from the public addressed the Board.

III. Executive Session

The Board voted unanimously to go into Executive Session for the purpose of discussing agenda item V.B., Recommendation Concerning the Appointment of Interim Superintendent of Schools. Present in Executive Session were Mr. Trefry, Mr. Bundschu, Mrs. Keavney-Maruca, Mr. Nemerson, Dr. Ortiz, Commissioner Palmer, and Mr. Vrabely. Also present for all or part of Executive Session were Commissioner Pryor, Dr. Nivea Torres and Superintendent Patricia Ciccone.

On a motion by Mr. Vrabely, seconded by Dr. Ortiz, the Board voted unanimously to adjourn Executive Session and reconvene in Public Session at 11:05 a.m., and to consider agenda item V.B. at this time.

**V.B. Joint Recommendation to the State Board of Education Concerning
a Candidate for Appointment as Interim Superintendent**

Mrs. Keavney-Maruca moved, Mr. Vrabely seconded that the Board and the Commissioner of Education, pursuant to subsection (c) of Section 69 of Public Act 12-116, jointly recommend to the State Board of Education the appointment of Nivea L. Torres, Ph.D., as Interim Superintendent of the Connecticut Technical High School System, effective January 1, 2013, until such time as the position of Superintendent of Schools is filled permanently.

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

Motion carried unanimously.

Chairperson Trefry and Commissioner Pryor presented a plaque in honor of Patricia A. Ciccone, Superintendent of the Technical High School System, and thanked her for her years of leadership and contributions to the school system.

IV. Consideration of Minutes

Dr. Ortiz moved, Commissioner Palmer seconded, that the board approved (a) the Minutes of the November 2, 2012, Technical High School System Board Meeting; and (b) the Minutes of the November 26, 2012, Retreat.

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

Motion carried unanimously.

V. Items Requiring Action

A. Nomination(s) for and Election of Vice Chair of Technical High School System Board

Dr. Davis called in and joined the meeting at 11:12 a.m. (Dr. Davis will be able to vote upon taking the Oath of Office at the next regularly scheduled meeting.)

Mr. Trefry asked for nominations from the floor for a Vice Chair of the Technical High School System Board. Ms. Keavney noted that the Nominations Committee recommended Joseph Vrabely. No other nominations were received.

Mr. Nemerson moved, Commissioner Palmer seconded, that the Board, pursuant to Section 3 of Article 1 of its Bylaws, elects Joseph Vrabely as Vice-chairperson of the Technical High School System Board, to serve until the next biennial organizational meeting or until a successor has been elected.

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

Motion carried unanimously.

C. Approval of Search Process and Appointments to Search Committee

Mr. Vrabely moved, Mr. Nemerson seconded, that the Board (1) appoint the Board as a whole and the Commissioner or his designee as the Superintendent Search Committee, and that the Superintendent Search Committee designate an appropriate search firm/consultant to develop with stakeholder input a profile for the new Superintendent for approval by the Commissioner and Board; authorize the Commissioner and his staff to work with the search firm/consultant, in accordance with state hiring policies, in soliciting qualified candidates for the position within state and nationwide; after screening and narrowing of the candidate pool by the Search Committee and the Commissioner, arrange for interviews of finalist candidates with representative stakeholders prior to the Board and Commissioner making a recommendation to the State Board of Education of a candidate for the Superintendent position.

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

Motion carried unanimously.

D. Approval of the 2013 Regular Meeting Schedule

Mrs. Keavney-Maruca moved, Commissioner Palmer seconded, that the Board, pursuant to Section 1-225 of the Connecticut General Statutes and its Bylaws, approves the 2013 meeting schedule, as follows:

- Wednesday, January 23, 2013
- Tuesday, February 19, 2013
- Tuesday, March 19, 2013
- Tuesday, April 16, 2013
- Tuesday, May 21, 2013
- Tuesday, June 18, 2013
- Tuesday, July 16, 2013
- Tuesday, August 20, 2013
- Tuesday, September 17, 2013
- Tuesday, October 15, 2013
- Tuesday, November 19, 2013
- Tuesday, December 17, 2013

There was general consensus to offer lunch at the meeting site at noon, followed by a tour of the school facility at 12:30 p.m. The meetings will begin at 1:30 p.m. and will conclude by 3:30 p.m. Public participation will routinely be scheduled at the beginning and end of each regular meeting. When school space is not available, meetings will be held at the Central Office in Middletown. The January 23, 2013, meeting will be held at Vinal Technical High School in Middletown. Interim Superintendent Nivea Torres will provide the members with a yearlong schedule after confirming meeting locations.

Consideration will be given to conducting public hearings a few times during the year at locations across the state, potentially later in the day following Board meetings.

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

Motion carried unanimously.

IX. Update on the Budget

Superintendent Ciccone and Jim Chasse presented an update on the operating and capital budget. Discussion followed. Mr. Trefry suggested that the Finance and Facilities Committee and the Quality and Process Committee review the budget in detail and bring their recommendations to the Board. A copy of this report is included in the official file of this meeting.

X. Biennial Summary Report

Commissioner Palmer moved, Mr. Nemerson seconded, that the Connecticut Technical High School System Board, pursuant to Section 10-95k of the Connecticut General Statutes, accept the Biennial Summary Report for 2010-11 and 2011-12, and transmit it to the State Board of Education.

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

Motion carried unanimously.

The Board requested that this report be placed on the January 2013 agenda for further discussion.

XI. Report of the Superintendent

Superintendent Ciccone and Mr. Chasse reported on the following:

- A proposed increase in the adult program tuition rates and fee schedule for fiscal years 2014 and 2015, to be considered by the Finance and Facilities Committee; and
- Trade and academic bond allocations, including a discussion of the potential cost savings of purchasing recently-used equipment and a review of criteria in determining how resources should be allocated (also to be discussed by the Finance and Facilities Committee).

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

Security Update

Mr. Trefry thanked Superintendent Ciccone for sharing her Leadership Message regarding the steps taken in the Connecticut Technical High Schools after the tragic events in Newtown.

XII. Ad Hoc Committee Assignments – Quality and Process, Finance and Facilities, and Outreach and Stakeholder Partnerships

Mr. Trefry thanked all of the Board Members for serving on a committee. He noted that Assistant Superintendent Torres has offered meeting space and staffing for committees at the Central Office, 25 Industrial Park Road, Middletown.

Mr. Trefry requested the committees review the committee descriptions that were provided in their board packages and be prepared to discuss the charges at the next Board meeting. A copy of this list is included in the official file.

XIII. Strategic Plan Update

Committee chairs will convene to discuss the strategic planning process.

IX. Adjourn

On a motion by Ms. Keavney, seconded by Commissioner Palmer, the Board voted unanimously to adjourn its meeting at 12:40 p.m.

Prepared by: _____
Diane M. Curtis, Administrative Assistant
Connecticut Technical High School System