

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

Draft Minutes of Meeting March 19, 2013

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on March 19, 2013, at the Platt Technical High School in Middletown, Connecticut.

I. Call to Order

Chairperson Trefry called the meeting to order at 1:45 p.m.

Present: Mr. Robert Trefry, Chairperson
Mr. Joseph J. Vrabely, Jr., Vice-chairperson
Mr. John Barrasso
Mr. Stephan Bundschu
Mr. Matthew Nemerson
Commissioner Catherine Smith
Mr. Fitz G. Walker, Jr.

Absent: Dr. Susan Davis
Mrs. Patricia Keavney-Maruca
Dr. Lillian Ortiz
Commissioner Sharon Palmer

Mr. Trefry thanked Ms. Williams, Principal of Platt Technical High School, for hosting the Board meeting. Mr. Trefry congratulated Platt CTHS on their CAPT scores, noting that Platt scored the highest on mathematics in the system. Ms. Williams introduced students Jessie Pena and Kerry Stankye who shared their post-graduation plans.

II. Public Participation

Ms. Roxanne Amoit, Automotive Department Head, Bullard-Havens Technical High School, Bridgeport, spoke to the CTHSS Board members about the CTHSS Policy on Acceptance of Gifts specific to automobiles. Ms. Amoit requested the CTHSS Board look at the policies and procedures within the CTHSS. The matter will be referred to the Quality and Process subcommittee.

III. Executive Session

There was no executive session.

IV. Consideration of Minutes of the February 19, 2013 Meeting

Mr. Vrabely moved, Mr. Bundschu seconded, that the Board approve the Minutes of the February 19, 2013, Technical High School System Board Meeting.

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

Motion carried unanimously.

V. Trade Reauthorization: Construction Cluster

Interim Superintendent Torres reported that on February 15, 2013, the Quality and Process Committee members voted unanimously to recommend approval of the Reauthorization of the Construction Cluster Trades to the CTHSS Board. At the February 19, 2013 Connecticut Technical High School (CTHSS) Board Meeting, the CTHSS Board requested that the Trade Reauthorization: Construction Cluster Report be placed on the March 19, 2013, agenda for further discussion and action. As the CTHSS undergoes its strategic planning process, further direction for all of the trades will be provided.

Mr. Barrasso moved, Mr. Vrabely seconded, that the board approves the following trades for the periods indicated:

Architectural Technologies (Sustainable Architecture)	from January 2013 to January 2018
Carpentry	from January 2013 to January 2018
Electrical	from January 2013 to January 2018
Heating, Ventilation and Air Conditioning (HVAC)	from January 2013 to January 2018
Masonry	from January 2013 to January 2018
Plumbing and Heating	from January 2013 to January 2018
Plumbing Heating and Cooling	from January 2013 to January 2018

and recommends approval to the State Board of Education at their April 3, 2013, meeting.

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

Motion carried unanimously.

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

VI. School Based Health Centers (SBHCs)

Interim Superintendent Torres reported that at the March 8, 2013, Subcommittee meeting on Quality and Process, the committee members agreed unanimously to recommend to the CTHSS Board the approval of the Request for Proposals (RFP) regarding School-Based Health Centers (SBHC) to provide coordinated, culturally sensitive, developmentally appropriate services in the Connecticut Technical High School System. The SBHC services include: outreach, primary care, mental/behavioral health, dental health care and health promotion/education in the CTHSS. The establishment of SBHCs will be at no cost to the State of Connecticut or the CTHSS. Contracts for services are expected to be in place on or before September 2013. Interim Superintendent Torres Introduced Marie Burlette, CTHSS Supervising Nurse, and Beatrice Tinty, Education Consultant for District Improvement/Legal Counsel, and thanked her staff for attending today's meeting.

Medical school-based health services are provided at eight schools currently. They are: Henry Abbott THS, Danbury; Bullard-Havens THS, Bridgeport; Howell Cheney THS, Manchester; A.I. Prince THS, Hartford; Vinal THS, Middletown; E.T. Grasso THS, Groton; H.C. Wilcox THS, Meriden; and Eli Whitney THS, Hamden. Contracts have been signed to provide medical SBHC services in two additional schools, W. F. Kaynor THS, Waterbury and E.C. Goodwin THS, New Britain. School-based dental and behavioral health services are also provided in some of our schools.

Interim Superintendent Torres, Ms. Burlette and Ms. Tinty responded to questions the Committee members raised about the proposal including cost and space. Most services will be provided at no cost to the family. When there is a fee associated with a service, the bidder will be required to submit a copy of their income-based sliding fee scale as part of the proposal. SBHCs frequently occupy the space vacated by other programs.

Mr. Bundschu moved, Mr. Barrasso seconded, that the CTHSS Board approves the Request for Proposals (RFP) regarding School-Based Health Centers (SBHC) to provide coordinated, culturally sensitive, developmentally appropriate services in the Connecticut Technical High School System.

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

Motion carried unanimously.

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

VII. System for Educator Evaluation and Development (SEED)

Interim Superintendent Torres reported that the new state teacher evaluation requirements provide districts with three possible options to consider in meeting this regulation. They are: SEED, Hybrid, and/or District Model.

There is also the option for districts to select a percentage of its teachers to implement this model during the 2013-2014 school year and in essence phase it in. The SEED model is really the standard for teacher evaluation in the state as it clearly defines how core requirements for teacher and administrator evaluations should be evaluated. The district is recommending full adoption and implementation of the state model for the 2013-2014 school year. The implementation timeline and proposal was discussed and approved at the March 8, 2013 Subcommittee meeting on Quality and Process. It is important to note that this timeline has been reviewed by both the Teacher's Union and the Administrator's Union.

Mr. Bundschu moved, Mr. Vrabely seconded, that the CTHSS Board approves the Connecticut System for Educator Evaluation and Development (SEED) as the teacher evaluation model starting in the 2013-2014 school year.

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

Motion carried unanimously.

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

VIII. Proposed Tuition and Fees for FY 2014 and FY 2015

At the March 12, 2013 Subcommittee meeting on Finance and Facilities, the committee members met and agreed unanimously to recommend to the CTHSS Board the approval of the Proposed Tuition and Fees for FY 2014 and FY 2015. 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.

Barrasso moved, Walker seconded, that the Board approves the Proposed Tuition and Fees for FY 2014 and FY 2015 and recommends approval to the State Board of Education at their April 3, 2013, meeting.

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

Motion carried unanimously.

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

IX. Overview of SkillsUSA

Interim Superintendent Torres introduced Heidi Balch, Fashion, Hairdressing and Marketing Consultant to the CTHSS Board members. Ms. Balch also oversees two key programs for the district: Work Based Learning and SkillsUSA. Ms. Balch & Kelly Horton from the National Association of SkillsUSA presented to the CTHSS Board how SkillsUSA is an integral part of Career and Technical Education and directly supports the district's mission of preparing students for college and careers in their trade. SkillsUSA students also spoke in support of the organization and discussed their involvement from competitions to community service. The CTHSS Board congratulated the distinguished group of SkillsUSA representatives and students on their presentation.

A copy of the Skills USA Power Point presentation is included in the official file of the meeting.

Update on the Budget

Interim Superintendent Torres updated the Board on the current status of the district's projected operating deficit.

Assuming that all full-time instructional vacancies are filled immediately, the 22 critical health and safety positions are filled for an April 5, 2013, start date, and all other general fund vacancies remain unfilled through the end of the school year, the projected operating deficit would be approximately \$1.4 million.

Mr. Chasse noted that the deficit is also being negatively impacted by the declining enrollment in the Licensed Practical Nurse (LPN) program. The district's original operating budget for fiscal year 2012-13 assumed the LPN program would enroll 250 adult students. The actual enrollment is closer to 195 students resulting in reduced resources being available to fund the program's staffing costs. Thus the district's state operating budget must absorb the shortfall.

X. Report of the Chair

Mr. Trefry reported that he is establishing contacts with representatives from the Pathways to Prosperity Network and other notable experts in career and technical education. Pathways to Prosperity Network integrates high schools and community colleges creating grade 9-14 career pathways, linking high school and postsecondary with the labor market requirements.

XI. Report of the Superintendent

Interim Superintendent Torres reported on the following:

Norwich Technical High School is being honored by the Governor for being among the top performing school for literacy.

The CTHSS has been selected as the first high school system in the state to participate in Project Learning Tree. Project Learning Tree is an environmental education curriculum that focuses on energy, water, waste and environmental quality. Project Learning Tree will be funded in collaboration with the Department of Energy and Environmental Protection, United Illuminating Holdings Corporation and Connecticut Light and Power. Norwich, Platt, E.C. Goodwin and Abbott Technical High Schools will be participating in the program beginning 2013-14 school year.

The "E-House" Ribbon Cutting ceremony at Grasso Technical High School will be held on April 24, 2013, at 10:00 a.m. The "E-House:" Ribbon Cutting ceremony at Platt Technical High School will be held on June 13, 2013, at 10:00 a.m.

The Third annual CTHSS Art Show will be held on Friday, May 3, 2013, from 4:00 p.m. – 7:00 p.m. at Gateway Community College in New Haven.

Security Update – The CTHSS is taking a tempered approach to the need for increased security measures. The schools have been surveyed to determine if security measures are in place. Security measures such as: locking all interior and exterior doors when practical, photo identification of all visitors, obtaining quotes for video intercom systems, evaluate adequacy of security cameras and need and the evaluation of building and grounds staffing. The system is working with local police and fire officials from Milford and Waterbury to train the building maintenance supervisors to advise on immediate needs.

J.M. Wright Technical High School Update – J. M. Wright still plans to open in the fall 2014. Interim Superintendent has had positive conversations with Stamford Public Schools Superintendent Hamilton regarding a recruitment plan. Interim Superintendent Torres is also working with Norwalk Community College President Dr. David Levinson in creating a grade 9-14 pathway for students. Dr. Torres noted that she is hopeful staff can be on board at J.M. Wright by fall of 2013 with a principal, building maintenance, guidance and clerical staff.

New England Association of Schools and Colleges (NEASC) – Interim Superintendent Torres thanked Vice Chairperson Vrabely for attending the Bristol Technical Education Center's (T.E.C.s) NEASC accreditation site visit kickoff reception. Bristol T.E.C. did a fabulous job in preparing for its accreditation and she is confident the school will be fully accredited.

XII. Committee Reports

A. Quality and Process

Mr. Bundschu reported that the committee met on March 8, 2013, and approved the submission of the School Based Health Centers RFP and the System for Educator Evaluation and Development as the teacher evaluation model to the full CTHSS Board for its discussion and action. He noted that the committee also discussed CTHSS graduation rates which surpass state averages.

B. Finance and Facilities

Mr. Trefry reported that the finance and facilities topics (Trade Reauthorization and Proposed Tuition and Fees for FY 2014 and FY 2015) were discussed earlier in the meeting.

C. Outreach & Stakeholder Partnerships

Mr. Trefry reported that the committee met today and discussed the Strategic plan for the CTHSS and the establishment of contacts with representatives from the Pathways to Prosperity Network.

XIII. Adjourn

By unanimous consent, the Board adjourned its meeting at 3:20 p.m.

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