

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Minutes of Meeting
April 18, 2017**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on April 18, 2017 at Eli Whitney Technical High School, Hamden, 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
Ms. Gina Chiarella
Ms. Karen Eichstaedt
Commissioner Scott Jackson
Mr. Peter Hoecklin
Commissioner Catherine Smith
Mr. Fitz Walker

Absent: Mr. Chris DiPentima
Dr. Daisy Cocco De Filippis

Mr. Trefry opened the meeting by first congratulating Platt Tech for ranking number one in the state for having a 100 percent graduation rate. Mr. Trefry also thanked Assistant Superintendent Wihbey on behalf of Board for all his hard work during this difficult interim period transition.

II. Public Participation

There was no public participation.

III. Consent Agenda

A. Consideration of Minutes

The board voted unanimously that the minutes of the February 28, 2017 CTHSS Board meeting be approved.

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

IV. Executive Session

The Board did not go into executive session.

V. Report of the Assistant Superintendent of Schools

Assistant Superintendent Wihbey introduced Dr. Mary Moran, Principal of Platt Tech and thanked her for hosting today's Board meeting. Dr. Moran welcomed the Board members and guests and shared some great accomplishments of Platt's students. Dr. Moran also provided an overview of Platt's renovation project and the phases involved to accomplish the construction.

Dr. Moran introduced two seniors: Mario Rivas, Electrical major and number one in his class and Ms. Liliana Ramirez, Carpentry major and number three in her class who shared their experiences at Platt Technical High School and their post-secondary plans with the Board members.

The Board members thanked Dr. Moran for her hospitality and asked her to send their compliments to the chef and the students for the wonderful lunch and dessert.

A. Project Green S.T.E.P./CT Science Fair Outcome

Goal Number Three of the CTHSS Strategic Action Plan (Flexibility, Responsiveness and Innovation) is to transform the CTHSS with innovative program designs that are responsive to Connecticut's workforce needs, thus positioning the system as a leading force in career technical education. The Framework for Success item 3.5 is to prepare students for emerging employment opportunities in "green careers".

Assistant Superintendent Jeffrey Wihbey introduced Mr. Raymond Mencio and Mr. Ciarleglio, CTHSS Education Consultants to the Board members who provided an update on the Project Green S.T.E.P. Program. If Board members recall, at the January 19, 2016 CTHSS Board Meeting, representatives from CT Business and Industry Association (CBIA), Project Learning Tree and Energize CT updated the Board members on a new four year program entitled Sustainability Technical Education Program (S.T.E.P.) to be launched in nine Technical High Schools in September, 2015 to educate students on renewable energy, energy conservation along with certifications in science principles.

CBIA and Energize CT were invited back to today's Board meeting to provide another update.

Mr. Mencio introduced representatives: Diana McCarthy-Bercury and Alice Martin from Energize CT, Stephanie Rogers from Energize CT, and Jennifer Duggan, from CBIA to update (PowerPoint Presentation) to the Board members on what the CTHS have accomplished this past year, where the CTHSS has progressed with the CT Science and Engineering Fair, and where the CTHSS is now with the program. Currently, 17 Technical High Schools have this program incorporated into all construction trades. All freshmen and sophomore instructors have been trained. The presentation also included an update on the CTHSS participation in the Connecticut Science and Engineering Fair and the CTHSS School Finalists. Board members were invited to tour a zero energy home. Tours are currently being scheduled for all schools to visit. Sign-up information was included in the PowerPoint presentation also included in the Board's packets. Next year, the CTHSS will be participating in building zero energy homes as part of this program.

Platt Technical High School's Assistant Principal Kristen Hart who is also the Administrative Liaison to Platt's partnership with Project Green S.T.E.P., Plumbing and Heating Department Head Ralph Salemme, Plumbing and Heating Sophomores Christain Ramos and Christian Haupt presented their project to the Board members on Project-W Water Reuse System, which focused on the national and worldwide concern with water scarcity. They did extensive research on current systems for recycling and reusing gray water and looked at improvements. They both received \$100 each from the University of New Haven High School Awards in Engineering and Science in the Special Categories Award for Sustainability. The students placed third honors for the Quinnipiac University Science Fair overall in the sustainability category. In addition, they were invited to enter their project in the New England Water

Environmental Association Connecticut Science State Stockholm Junior Water Prize competition. Mr. Salemme shared next year's plans with the Board members.

Board members congratulated the students and staff on a great presentation and on winning the award.

A copy of the Green S.T.E.P Workforce Development PowerPoint is included in the official file of this meeting. In addition, a copy of the news story was provided in the Board members handouts as well as a copy of the 2017 CT Science and Engineering Fair Finalist Awards Program. Copies are also included in the official file of this Board meeting.

B. Student Workforce Numbers

Assistant Superintendent Wihbey introduced Mr. Mencio and Mr. Ciarleglio, CTHSS Education Consultants who delivered a PowerPoint presentation on the student workforce production numbers which included: accomplishments, the CTHSS process for off and on campus production, the workforce process and a five year revenue analysis. Some highlights included: The district received approximately \$1 Million in production work revenue last year, has 206 active Career Technology Advisory Committees representing 33 career pathways. Mr. Mencio and Mr. Ciarleglio also shared an example of student community involvement with the Sickle Cell Center in New Haven and the work students from Whitney and O'Brien Technical High Schools are involved in and how the Sickle Cell Center are educating CTHSS students on the disease.

Mr. Mencio and Mr. Ciarleglio responded to questions the Board members raised which included: What contributed to Norwich and Kaynor revenue standing out over other schools? Response: combination of the economy, geographical area, popularity, and teachers. What certifications do students receive? Response: OSHA 10, First Aid CPR and AED. What happens to the funding—response: 100% returns back into the program? Testing of Lead, asbestos, etc. are paid by the customers.

A copy of the Student Workforce Production Revenue 2016-17 is included in the official file of this meeting.

C. SkillsUSA Update

SkillsUSA is partnership of students, instructors and businesses and industry to ensure America has a skilled workforce. Assistant Superintendent Wihbey introduced Ms. Heidi Griffen, Education Consultant to the Board members. Ms. Griffen provided some highlights of the Connecticut SkillsUSA 40th Annual State Leadership Conference and Skill Championships that were held on Friday, March 31, 2017. During Ms. Griffen's presentation also shared photos highlights from the day, the number of students that attended and how many students will be going on to the national event.

Ms. Griffen also shared an update on CT Construction Days being held this week from 9:00 AM – 12:00 PM at the Plumbers and Pipefitters Local 777 in Meriden where students will be participating to see opportunities available to them in the licensed trades. Ms. Griffen invited Board members to attend.

2017 Graduation

Assistant Superintendent Wihbey encouraged Board members to sign up for a graduation ceremony if they have not done so already.

May 25, 2017 Family Engagement Event – Save the Date

Assistant Superintendent Wihbey invited Board members to attend the annual family engagement event on May 25, 2017. Details are forthcoming.

VI. Items Requiring Action

There were no items requiring action.

VII. Items for Discussion

A. Budget Update

Mr. Barrasso opened the discussion on the budget. The Outreach and Finance Subcommittee meeting met prior to today's Board meeting. During the subcommittee meeting, Mr. Chasee provided an update on the current and future budget. A working planning meeting of the Subcommittee on Outreach and Finance has been scheduled for May 4, 2017 from 9:00 AM to 11:00 AM. Mr. Barrasso reported that his committee would like to meet with CTHSS staff to provide input to the 2017 Budget process. He added that there is a considerable amount of internal work to be completed before the budget can be finalized.

Mr. Barrasso introduced Mr. Chasse to the Board members who provided an update on the 2016-17, 2017-18 and 2018-19 Budget. In an effort to increase transparency, the CTHSS will start to provide the board more detail in their reports to the Board as they move forward. In the first analysis of the report, Mr. Chasse provided a breakdown of payroll, fuel and utilities and the supply and services. Mr. Chasse explained there was a series of transfers during the fiscal year from net payroll savings from unfilled positions to the services and supplies side of the budget in order to address areas of shortage or concerns including \$800,000 for infrastructure repairs as the CTHSS awaits bond commission consideration in order to keep the schools operational. There is also a reserve of \$500,000 for the relocation of the home office, in addition there was a transfer of \$200,000 for a new IST shop at Kaynor Tech.

The CTHSS is looking at potential lapse back to the State of Connecticut of approximately \$1.7 million based on the latest analysis however, there are 32 positions approved for refill and depending on how long the process takes, there could be another \$600,000 in the potential lapse bring the total to \$2.3 million. Mr. Chasse informed the board of a reserve of three separate line items within the payroll that are awaiting resolution of collective bargaining with the SEBAC agreement. \$1.5 million would lapse to the State of Connecticut if payments are not made by the end of the fiscal year. Mr. Chasse also provided a breakdown of the payroll analysis representing the largest portion of the budget and shared some areas of concern including accumulated leave.

As part of the Superintendent's program expansion plan for 2017-18 there is a need of investments if the CTHSS were to consider opening: Information Systems Technology (IST) at Windham THS: \$200,000, Information Systems Technology (IST) at Eli Whitney THS: \$200,000. New trade at Vinal THS: \$200,000, Health Technology at Bullard Havens THS: \$50,000 and Music (Chorus) at Vinal THS: \$50,000. The Subcommittee on Outreach and Finance discussed this at their meeting that met just prior to today's meeting and will be revisiting this at the May 12, 2017 Quality and Policy Subcommittee meeting.

Mr. Chasse also pointed out there is a need to purchase Chrome Books for incoming freshmen students for the next school year pending bond commission approval.

On February 8, 2017, the Honorable Governor Dannel P. Malloy issued his Recommended Operating and Capital Budgets for fiscal years 2017-18 and 2018-19. The appropriations committee will be issuing their recommended budget within the next week or two and negotiations continue. While the CTHSS awaits legislative resolution of the budget, there is a considerable amount of internal work to be completed before the 2017-18 CTHSS Operating Budget can be finalized, including but not limited to:

- Finalizing school position givebacks and adjustments (Add/Drop process);
- Review and approval of summer hours for Guidance and other Student Services personnel;
- Review and approval of ALEKS math support hours;

- Determining the number of positions to be held vacant;
- Resolution of the business office staffing proposal;
- Formulating a fuel and utilities budget; and
- Finalizing sports offerings for all schools;

Assistant Superintendent Wihbey is currently working with his staff to address these items. Mr. Barrasso added that it is an extremely difficult time right now and the May 4th meeting will be a very important meeting for the Committee to provide input to the 2017 budget process.

In addition the committee will be looking at the possible regionalization/centralization of the Fiscal Services. At the May 4th planning meeting, the committee will be reviewing a memo dated March 21, 2017 regarding the consolidation of fiscal services at the CTHSS that was distributed to them at today's meeting to see if this will also be feasible for the system. During the May 4th planning meeting, the Committee will be working with CTHSS staff to come up with a plan that works for everyone. Mr. Barrasso commented on how committed the committee is to solve the problem and ensure the students and teachers and administrators are well-served.

Mr. Trefry added that in preparation for the May 4th planning meeting, Assistant Superintendent Wihbey and staff are putting together an outline of a plan. During the planning meeting there will be an open range discussion where committee members will have an opportunity to pose questions and provide their expertise and experience to the CTHSS staff. After, the CTHSS management will provide a staffing/budgetary plan that they will want to put in place.

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

VIII. Report of the Chair

Mr. Trefry reported that the investigation has not been completed. The findings will come back to the Board once complete. He indicated we are at least two months away from completion.

Mr. Trefry updated the Board members on two bills that are currently in the legislature that affect the CTHSS. The first bill making the CTHSS a separate stand-alone agency increasing the size of the board from 11 to 17 members over time. The second bill is concerning the aviation. Mr. Trefry discussed a couple variations in the bill to allow students to receive financial aid in the form of a PEL Grant. Commissioner Jackson thanked Mr. Barrasso and Mr. Todd Birch, DOL Director of Apprenticeship training for all of the work they have accomplished to keep the aviation schools moving forward. Mr. Trefry requested Mr. Haberlandt to clarify the status of the aviation bill.

Mr. Trefry asked Board members to submit a brief bio to Diane Curtis in the event the CTHSS legislation passes and the number of Board members expand.

Mr. Trefry encouraged Board members to sign up for a graduation ceremony.

In closing, Mr. Trefry thanked Assistant Superintendent Wihbey and Commissioner Wentzell for all of their support during this difficult period.

IX. Committee Reports

A. Quality and Policy

The Quality and Policy subcommittee met on March 10, and April 7, 2017. On March 10th, the Committee members received a presentation on the discipline report and the next generation accountability data. At the April 7th meeting the Committee members received an update on the CTHSS Admissions process. Commissioner Jackson

offered to review P20 Win data to get a better sense of what the wage earnings are. Commissioner Wentzell directed Commissioner Jackson to SDEs performance office website page. Mr. Trefry added that the Committee will be putting together a proposal outlining recommendations for the College and Career Readiness Indicator.

B. Outreach and Finance

Mr. Barrasso provided his report under VII.A Budget Update.

X. Public Participation

There was no public participation.

XI. Adjourn

The CTHSS Board adjourned its meeting at 3:15 PM

Diane Curtis

Prepared by:

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