

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Minutes of Meeting
June 20, 2017**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on June 20, 2017 at 25 Industrial Park Road, Middletown, 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
Ms. Gina Chiarella
Ms. Karen Eichstaedt
Commissioner Scott Jackson
Commissioner Catherine Smith

Absent: Dr. Daisy Cocco De Filippis
Mr. Chris DiPentima
Mr. Peter Hoecklin
Mr. Fitz Walker

II. Public Participation

There was no public participation

III. Consent Agenda

A. Consideration of Minutes

The board voted unanimously that the minutes of the May 16, 2017 CTHSS Board meeting and the May 16, 2017 Outreach and Finance Subcommittee meeting be approved.

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

Motion carried unanimously.

IV. Executive Session

The Board did not go into executive session.

V. Report of the Interim Superintendent of Schools

Items Requiring Action

A. CTHSS Healthy Food Certification Statement

It is recommended that the Board approve the CTHSS Healthy Food Certification Waiver for the 2017-18 school year. Interim Superintendent Wihbey introduced Ms. Katherine Atkinson, Education Consultant to the Board members.

Under Section 10-215b of the Connecticut General Statutes, school districts that choose to implement Healthy Food Certification receive an additional \$.10 per lunch, based on the total number of reimbursable lunches (paid, free and reduced) served in the district in the prior school year. School districts that do not opt to participate may do so with approval from their local boards of education and the district will not be penalized. In order to receive the additional funds, the local board of education, or governing authority, must certify that all food items sold to students separately from a reimbursable breakfast or lunch will meet the Connecticut Nutrition Standards. These food items include food offered for sale to students at all times in all schools and from all sources, including, but not limited to school cafeterias, vending machines, school stores, culinary arts programs, fundraising activities on school premises, and any other sources of food sales to students.

On December 13, 2010, President Obama signed into law Public Law 111-296, the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). This rule requires schools to increase fruits, vegetables, and whole grains while decreasing saturated fat, trans fats and sodium in school meals, restrict milk to fat free or low fat varieties, and limit calories based on the age of the children being served to ensure proper serving size.

The CTHSS has opted to not participate in the past primarily due to the financial impact of the decision. While the district would receive approximately \$75,000 in new revenue based on \$.10 per meal, the increased costs to the district to ensure compliance surpassed the additional revenue that would have been earned. These costs included higher food costs for healthier products and increased staffing requirements.

Ms. Atkinson noted that the CTHSS will continue to maintain current federal nutritional standards in its school meals and a la carte options. Nutritional assessments are conducted for menu items as well as a la carte items. She also noted that the program is currently understaffed for its size. The current staffing is insufficient to take on the additional responsibilities that would result from participating in the Healthy Food Certification initiative.

Questions/Discussion included: How many districts apply for the waiver, relaxation of the federal standards, including the review of sodium restrictions and milk changes to possibly include 1% flavored, and the possible removal of the word required to recommend from the requirements. Also discussed the effect this would have on the culinary program.

A motion was called at this time:

Commissioner Smith moved, Ms. Keavney seconded, that the CTHSS Board pursuant to Section 10-215b of the Connecticut General Statutes, approves that the Connecticut Technical High School System not participate in the Healthy Food Certification for the 2017-2018 school year, although it will continue to

maintain current federal nutritional standards in its school meals and a la carte options and directs the Interim Superintendent of Schools to take the necessary action.

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

Motion carried unanimously.

A copy of the Healthy Food Certification Executive Summary is included in the official file of this meeting.

B. Rolling Capital Improvement & Capital Equipment Plan 2018-2020

Interim Superintendent Wihbey introduced CTHSS Education Consultant, Mr. Chasse to the Board members who presented on the Rolling Capital Improvement & Capital Equipment Plan 2018-2020

The CTHSS has a statutory obligation to produce an annual Three-Year Rolling Capital Improvement and Capital Equipment Plan and it is recommended that the CTHSS Board approve the plan for 2018-20. Subsection (d) of Section 10-95i of the Connecticut General Statutes requires the State Board of Education to annually submit the Connecticut Technical High School System's Rolling Capital Improvement and Capital Equipment Plan to the joint standing committee of the General Assembly.

On September 20, 2016, the CTHSS Board approved former Superintendent Dr. Nivea L. Torres Operating and Capital Budget Request which included a request for \$12M in each year of the biennium (FY 2018 and FY 2018). However, the Governor's Recommended Capital Budget for FY 2018 and FY 2019 recommends the following: No new capital funding for FY 2018 and FY 2019; and the elimination of \$5.5M in previously legislatively-authorized capital funding. Assuming the proposed capital budget reductions of \$5.5M are approved during the special legislative session, the CTHSS would have available authorizations of approximately \$18.7M.

A two year plan has been developed for FY 2018 and FY 2019 to access this \$18.7 M but is subject to the state's ability to fund these projects.

Fiscal Year 2020 capital needs will be included in the district's Proposed Capital Budget for FY 2020 and FY 2021 that will be submitted to the CTHSS Board in August 2018 for consideration.

Mr. Chasse reported that there is currently an initiative statewide to reduce energy consumption in state buildings by 20% by 2018. Under Interim Superintendent's leadership, the CTHSS has completed 14 projects across the district that will result in the immediate reduction in energy consumption. Savings so far have been approximately \$230,000.

It is recommended that the CTHSS Board approve this plan which provides a roadmap for future state capital funding, in support of attractive, safe, and well-maintained facilities and equipment that is up-to-date and conducive to excellence in teaching and learning.

Questions/Discussion included: Assurance that the new Grasso Technical High School is moving forward as planned. It was reported that the project is breaking ground on June 27, 2017. The term Infrastructure was asked to be clarified.

A motion was called to approve the CTHSS Rolling Capital Improvement and Capital Equipment Plan for 2018-2020.

Commissioner Jackson moved, Commissioner Smith seconded, that pursuant to Subsection (d) of Section 10-95i of the Connecticut General Statutes, approves the Connecticut Technical High School System's Rolling Capital Improvement and Capital Equipment Plan for 2018-2020, and directs the Interim Superintendent of Schools to take the necessary action.

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

Motion carried unanimously.

C. CTHSS Board Meeting Schedule

A motion was called at this time to approve the 2018 CTHSS Board Schedule.

Ms. Keavney moved, Commissioner Jackson seconded, that the Board pursuant to Section 1-225 of the Connecticut General Statutes and its Bylaws, approves the 2018 meeting schedule as follows:

Tuesday, January 16, 2018
Tuesday, February 27, 2018
Tuesday, March 20, 2018
Tuesday, April 24, 2018
Tuesday, May 15, 2018
Tuesday, June 19, 2018
Tuesday, July 17, 2018
Tuesday, August 14, 2018 (If needed)
Tuesday, September 18, 2018
Tuesday, October 16, 2018
Tuesday, November 13, 2018
Tuesday, December 11, 2018

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

Motion carried unanimously.

D. Career Pathways at Vinal and Platt Technical High Schools (Final List)

Interim Superintendent Jeffrey Wihbey announced good news that the Department of Construction Services (DCS) has approved nine shops at Vinal and the construction of a swing space as 10, and 13 shops at Platt Technical High School.

Interim Superintendent Jeffrey Wihbey introduced CTHSS Education Consultants, John Murphy and Alexander Richmond to the Board members who presented an overview of the ranking criteria for the new Platt and Vinal Technical High Schools.

Before Mr. Murphy began the presentation, Mr. Trefry requested Ms. Keavney give a report of her Committee that met just prior to today's CTHSS meeting.

Ms. Keavney reported that the Committee members had a discussion on the career pathways at Platt and Vinal Technical High Schools. The discussion was mainly focused on Vinal Tech's final list of programs and leaving open the option to fill the swing space with either Sustainable Architecture or the new Criminal Justice program allowing for flexibility in programming. The Committee felt the Criminal Justice program would be a good fit and the committee felt the nine shop spaces should be as proposed but that the tenth program (swing space) have the option to fill with either Sustainable Architecture or the new Criminal Justice program again allowing for flexibility in the programming.

Mr. Murphy reported that in preparation for the new construction of Platt and Vinal Technical High Schools, the CTHSS Career Technology Education (CTE) Consultants identified a process for ranking the ten most viable CTE programs for the new school. This process utilized six data points including the Department of Labor (DOL) market projections for average annual job openings, average hourly wage, overall number of CTHSS CTE programs in the region/state, programs identified in the Department of Economic and Community Development's (DECD's) 2015 strategy, five year trend in program enrollment and projected program capacity for the 2017-18 School year.

Platt Technical High School

After the data was compiled and after meeting with CTHSS CTE Consultants, a final list of the 13 programs were ranked and included the following: Precision Machining, Plumbing & Heating, Electrical, Mechatronics, Hairdressing, Culinary Arts, Information Systems Technology, Carpentry, Heating Ventilation & Air Conditioning, Electronics, Automotive, Collision Repair, and Mechanical Design & Engineering Technology.

Questions and Discussion included: A question was raised as to why, Precision Machining being one of the most impressive programs in the state would be going down from a three person shop to a two person shop when the demand is growing tremendously for this skillset. Mr. Murphy explained that by reducing all the shops at Platt to two persons it would help to maintain the request from DCS to design within the existing enrollment. Currently, there is enough space to accommodate a shop with three teachers. When Mr. Wihbey and his staff meets with DCS regarding the academic space, he will bring the feedback from today's Board meeting and ask for an additional 500-600 square feet for the Precision Machining shop and will circle back to the Board. The Board members requested this be made a priority. Commissioner Jackson both offered to meet with the Department of Construction Services and advocate for keeping three teachers in the precision machining program on CTHSS's behalf.

Vinal Technical High School

After the data was compiled and after meeting with CTHSS CTE Consultants, a final list of the 10 programs were ranked to fill the construction requirement of nine shop spaces and one swing space and included the following: Diesel & Heavy Duty Repair, Sustainable Architecture/Criminal Justice, Information Systems Technology, Hairdressing, Electrical, Heating Ventilation & Air Conditioning, Precision Machining, Carpentry, Culinary Arts, and Automotive.

At the June 20, 2017 Subcommittee meeting on Quality and Policy, the committee members discussed leaving open the option to fill the swing space with either Sustainable Architecture or the new Criminal Justice program which will allow for flexibility in programming. The resolution in today’s board packets has been revised to include this change.

Questions/Discussion included Mr. Murphy was requested to explain why the Precision Machining program enrollment is so low. He indicated it was due to a staffing issue and since has been corrected. Commissioner Smith feels the CTHSS should double down on the IST program and this be a goal of the CTHSS to have at every school due to the broaden need from the market (approximately 6,000 job openings). Mr. Wihbey agreed and added that this program is a huge marketing/recruiting tool.

There was also discussion about the overall enrollment for Vinal Tech and how the CTHSS can justify 10 trade offerings with the current enrollment number. Mr. Wihbey indicated that he has directed Principal Menounos to go back to the waiting list at Vinal and extend an invitation to the next group of applicants and are awaiting to hear back. With regards to Vinal Tech, Commissioner Smith reiterated her concern about the enrollment and that we are building the school to the right specs.

DCS is currently awaiting the Ed Specifications, and a decision on these programs is timely.

A motion was called at this time.

Ms. Keavney moved, Commissioner Jackson seconded that the CTHSS Board approve, the final list of CTE programs for the proposed new construction of **Platt Technical High School**. The list of programs includes: Automotive Technology, Carpentry, Collision Repair, Culinary Arts, Electrical, Electronics, Hairdressing, Heating Ventilation & Air Conditioning, Information Systems Technology, Mechanical Design & Engineering Technology, Mechatronics, Plumbing & Heating, and Precision Machining.

And, the final list of CTE programs for the proposed new construction of **Vinal Technical High School** including Automotive Technology, Carpentry, Culinary Arts, Diesel & Heavy Duty Repair, Electrical, Hairdressing, Heating Ventilation & Air Conditioning, Information Systems Technology, Precision Machining, and Sustainable Architecture/Criminal Justice.

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

Motion carried unanimously.

A copy of the Executive summaries, and final ranking report for Platt and Vinal Technical High Schools are included in the official file of this meeting.

2017-18 CTHSS Back to School Visits

Interim Superintendent Wihbey provided a handout to the Board members of his scheduled back to school visits and invited Board members to attend. Board members were instructed to contact Diane Curtis if they wish to attend. A copy the schedule is included in the official file of this meeting.

Administrative Letters

Interim Superintendent Wihbey provided copies to the Board members of Administrative Letters issued since his appointment as Interim Superintendent including Fire and Crisis Response Drills and the Disposal of Hazardous and Regulated Waste.

39 Woodland Street Move Update and History

Interim Superintendent Wihbey provided an update on the CTHSSs move to 39 Woodland Street and provided a handout of the brief history of the Melancthon W. Jacobus Mansion. The CTHSS move is scheduled to occur on July 10, 2017.

CTHSS Executive Principal Abstract

Interim Superintendent Wihbey presented an overview of the CTHSS Executive Principalship Abstract. As Board members are aware, central office does not have any managers. Mr. Wihbey has been in discussions with the Commissioner is the idea to have principals who have demonstrated strong leadership to support central office with tasks assigned by the Superintendent and assist with executive coaching new principal and various projects at the central office level. A copy of the CTHSS Executive Principal Abstract was provided in the Board members packets. Board members supported the idea of the Executive Principalship and the need for succession planning and building internal capacities.

CABE Convention – November 17-19, 2017

Interim Superintendent Wihbey provided a handout about the upcoming 2017 CABE/Convention to be held on November 17 – 19, 2017 at the Mystic Marriott Hotel in Groton, CT.

VI. Items for Discussion

A. Budget Update

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

The district's operating budget was subject to total holdbacks of \$4,901,026 for fiscal year 2016-17 resulting in a revised operating budget of \$158,466,509.

On May 10, 2017, due to a projected shortfall in revenue collections, the Honorable Governor Dannel P. Malloy issued a Deficit Mitigation Plan to ensure the state's current year budget ends in balance. Included in the Deficit Mitigation Plan is a reduction of \$2 million to the district's operating budget. Mr. Chasse shared a chart that provided a comparison of the revised budgets to the latest cost projections. Mr. Chasse also provided an update on fiscal year 2016-17 school based budgets.

At the May 12, 2017 State Bond Commission meeting an allocation of \$1,285,188 was approved that will enable the district to complete several critical infrastructure repair projects during the summer. The CTHSS is still awaiting consideration of a bond allocation of \$2.5M for the replacement of classroom and network equipment.

Questions/discussion included:

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

VII. Report of the Chair

A. Legislative Update

Mr. Trefry introduced Mr. Peter Haberlandt, SDE Director of Legal and Governmental Affairs to the Board members. Mr. Haberlandt provided an overview of the legislative session as it relates to the CTHSS specific to SHB 7271, an Act Concerning the Establishment of the Technical High School System as an Independent Agency and of the Act establishing a division of postsecondary education programs within the Technical High School System (SHB 7202, Public Act 17-100)

SHB 7271, an Act Concerning the Establishment of the Technical High School System as an Independent Agency

Mr. Haberlandt's highlighted the major provisions of the SHB 7271 bill reminding everyone that this bill has not been signed by the Governor. The bill calls to set up a phase transition for the CTHSS to be an independent agency having full independence in the year 2020. The name of the CTHSS will change to the Technical Education Career System (TECS). There is an explicit recognition of postsecondary programs as an important part of the role the tech system plays. The Core mission of the CTHSS will not change.

Phase 1 – 2017-18 & 2018-2019 School Years

During phase one of the transition, the TECS will remain the component of the SDE and under the SBE and the TECS Board's oversight. There is a change to the Superintendent appointment process. The TECS Board will make the recommendation to the Commissioner of Education will either accept the recommendation or ask for a new candidate. The Commissioner would make the appointment and serve until the end of June 2020. Other key components of phase 1 is that the SBE needs to retain a consultant to assist the TECS in their oversight responsibilities in developing a transition plan and identify efficiencies achieved through partnerships with LEAs, municipalities and other state agencies (a report will be required for this). There are also budget provisions which call for separation of accounts. If this bill becomes law the legislature has directed the SDE to conduct a review of the tech system's admissions policy particularly in regard to students with disabilities and eligible to receive special education services. A report with recommendations would be required by January 2018.

Phase 2 – 2019-20

Phase two will be when the TECS becomes a completely separate agency complete removed from the SDE having a new agency head entitled, Executive Director, equivalent to a Commissioner. The allocation of responsibility between the Executive Director and the Superintendent could be thought of as educational matters would go to the Superintendent’s authority and responsibility and non-educational system-wide operations administration’s financial would go to the Executive Director. The TECS board advises both in their responsibility to advise the system. Mr. Haberlandt spoke about the change made to composition of the board effective July 1, 2019. Under Phase 2, there would no longer be any appointments made by the SBE rather made by the Governor. Commissioners of The Department of Labor and the Department of Economic Development or their designee would remain on the board explicitly noted as Ex Officio. Mr. Haberlandt also noted that there are other provisions more specific to financial and administrative management.

Mr. Haberlandt responded to questions the Board members raised about the phases of the bill and the transition period.

Act establishing a division of postsecondary education programs within the Technical High School System (SHB 7202, Public Act 17-100)

Mr. Haberlandt highlighted the major provisions of SHB 7202, Public Act 17-100 that passed this legislative session that the TECS would have the authority to offer post-secondary programs. This would enable the TECS to process applications for Federal PEL Grants. Mr. Haberlandt clarified that programs that were in operation this school year will automatically be approved and new programs moving forward would need to be approved by the Board. Mr. Haberlandt will continue to update the Board on this matter.

B. Appointment of Search Committee for Superintendent

Ms. Keavney moved, Commissioner Smith seconded that the current CTHSS Board become the search committee for the new CTHSS Superintendent of schools. Additional members of the search committee may be added in the future by the CTHSS Board.

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

Motion carried unanimously.

VIII. Committee Reports

A. Quality and Policy

A. Ms. Keavney provided her Committee report to the Board members under V.D. Career Pathways at Vinal and Platt Technical High School of these meeting minutes.

IX. Public Participation

There was no public participation.

X. Adjourn

The Board members thanked Interim Superintendent Wihbey on all of his hard work.

The CTHSS Board adjourned its meeting at 3:10 PM

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