

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Minutes of Meeting
May 17, 2016**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on May 17, 2016 at Norwich Technical High School, 7 Mahan Drive, Norwich, 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. Karen Eichstaedt
Mr. Peter Hoecklin
Mr. Fitz Walker
Dr. Daisy Cocco De Filippis
Commissioner Scott D. Jackson

Absent: Mr. Chris DiPentima
Commissioner Catherine Smith

Mr. Trefry called a motion to move agenda Item VII.A. Items for Discussion, Recognitions at this time.

Mr. Barrasso moved, Ms. Keavney-Maruca seconded to move agenda item VII.A. at this time.

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

Motion carried unanimously.

Superintendent Torres thanked Dr. Nikitoula Menounos, Principal of Norwich Technical High School for hosting the Board Meeting. Superintendent Torres asked Dr. Menounos, Instructors Peter Fiascanaro Ms. Rachael Riendeau, and Education Consultant Dave Kapitulik to join her in recognizing the following students:

Devin Bialek and Johnathan O'Neill won the National Automotive Technology Competition held in conjunction with the New York International Auto Show where 30 teams from across the US competed.

Joshua Stanavage, Madison Bodley, Miranda Marriott, Casey Gervais, and Casey Viens won First Place Senior Division at the 2016 National History Day State Contest. These students are all going on to the National competition on June 4, 2016 in Maryland where they will present a more modified version of their documentary.

The students shared with the Board members details about their projects. They also shared their future post-secondary plans. All of the students were presented a plaque and took a photo with the Board Chairperson Mr. Trefry, Commissioner Wentzell, and Superintendent Torres.

The Board members also recognized Norwich Tech's Library Media Specialist Trish Malchman for her outstanding performance in the Governor's Summer Reading Challenge for the last six years. Ms. Malchman was presented a plaque and took a photo with the Board Chairperson Mr. Trefry, Commissioner Wentzell, and Superintendent Torres.

Public Participation

There was no public participation.

II. Consent Agenda

A. Consideration of Minutes

The board voted unanimously that the minutes of the April 19, 2016 meeting be approved.

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

III. Executive Session

There was no executive session.

IV. Report of the Superintendent of Schools

6th Annual Student Art Show

On Tuesday, April 26, 2016 the CTHSS held their Art Reception. Superintendent Torres thanked Commissioner Wentzell for hosting the reception. There was a number of student's artwork on display. This reception was a great opportunity for SDE colleagues to see the talent of the CTHSS students and to showcase the District.

President's Volunteer Service Award

Tenth Grade Wilcox Tech Student, Hector Cardona has received the President's Volunteer Service Award of SkillsUSA for 295 hours of community service between January 1, 2015 and March 15, 2016. Hector is the only President's Volunteer Service Award recipient from Connecticut. Hector received a signed letter and citation from President Obama along with a gold lapel pin.

A Multicultural Evening of the Arts – Kaynor Technical High School

All Board members are invited to join Kaynor Tech for a multicultural evening of the arts on Friday, May 20, 2016 from 5:30PM – 8:30PM. There will be several performances that evening including: bagpipes Latin drumming, belly dancing, Kaynor Tech Concert Choir and Prince and Kaynor Tech's fashion show and dance troupe.

School, Family and Community Partnership for Student Success Day in the State of Connecticut

On Wednesday May 11, 2016, the CTHSS celebrated Family Engagement and Community Day. The CTHSS received a proclamation from the Governor. Lt. Governor Nancy Wyman and Board Chairman Mr. Trefry joined in the event, Family Engagement teams from all of the Technical High Schools also to celebrate. For the fifth year in a row, the National Partnership of Schools and John Hopkins University has recognized the CTHSS as a distinguished district for family engagement and community service. CTHSS is honored to receive this distinction.

SkillsUSA Construction Days

SkillsUSA Construction Days are taking place at the Plumbers and Pipefitters Union Hall on Tuesday, May 17 and Wednesday May 18, 2016. All Board members are welcome to attend. Superintendent Torres thanked her colleagues from the Plumbers and Pipefitters Union for always welcoming CTHSS students into their hall.

Board of Regents for Higher Education (BOR) Educational Success Compact

CCSU President Mark E. Ojakian has signed the Educational Success Compact agreement between the CT State Colleges and Universities and the CTHSS. As a result, both will agree to develop a working group that will explore partnership opportunities with the BOR.

Association for Career and Technical Education's (ACTE's) CareerTech VISION 2016

The CTHSS proposal submitted to the ACTE Career Tech VISION 2016 National Conference has been accepted. The title of the proposal is "Strategic Action Plans: Infusing Innovative Practices in Career Technology Programs". The CTHSS is looking forward to that presentation.

Directive from the US Government for Public Schools to Allow for Transgender access to Restrooms

The CTHSS has been addressing this issue since the year 2000 when there was a declaratory ruling and a state statute went into effect in 2011. Superintendent Torres thanked the Principals who have made the necessary accommodations. Superintendent Torres shared with the Board members some of the solutions that have been implemented. The CTHSS is currently awaiting further direction from the Federal Government.

Ribbon Cutting - Ella T. Grasso Welding Shop and Roundtable Lunch

On June 3, 2016 from 12:00PM – 3:00PM there will be a ribbon cutting ceremony with the Electric Boat Partners for the grand opening of Grasso Tech's welding shop. The Congressional delegation has confirmed their attendance. All of the Board members will be receiving an invitation shortly.

The Mindset

Superintendent Torres provided a copy of the book, entitled "The Mindset" to all Board members. The staff at Norwich Tech, and home office staff have read this book and the Superintendent is sharing the book with leaders and teachers across the state. The goal is to help the CTHSS develop a different mindset as the district goes through the implementation of the mastery based learning model for Mathematics. Superintendent Torres encouraged all Board members to read the book.

V. Items Requiring Action

A. Trade Reauthorization (Agriculture, Food and Natural Resources Cluster, Health Science Cluster and The Human Services Cluster)

Goal Number One of the CTHSS Strategic Action Plan (Enhanced Employer Engagement and Alignment with Industry Needs) is to partner with business and industry to develop career technical education programs that provide CTHSS students with the skills and work habits to be successful in a dynamic 21st Century work environment. The Framework for Success 1.3 is to develop a clearly articulated trade/technology review process.

Background:

At the March 15, 2016 CTHSS Board Meeting a concern was raised as to whether or not the Board should be reauthorizing trades that have low enrollment. Superintendent Torres explained the current process on low enrollment shops. At the March 15, 2016 CTHSS Board meeting, it was suggested that the Quality and Policy Subcommittee look more at the enrollment numbers. The decision was made to table action of the reauthorization

and come back to the next CTHSS Board meeting with more information. On April 8, 2016, the Quality and Policy Subcommittee recommended approval of the Trade Reauthorization of the Agriculture, Food and Natural Resources Cluster, Health Science Cluster to the CTHSS Board.

Ms. Keavney-Maruca discussed with the Board members the issue of enrollment overall with Grasso Tech, not just with the Bio-Science and Environmental Technology. Ms. Keavney-Maruca indicated she has spent some time at Grasso Tech and in the Bio-Science and Environmental Technology trade and there is a decline not just at Grasso, but in high school age students. This decline is reflected in the Grasso Tech enrollment. Ms. Keavney-Maruca explained that the desire to learn the trade has not diminished.

Superintendent Torres introduced Education Consultants Hank Weiner and Patricia Fennessy to the Board Members. Superintendent Torres shared specific examples to the overall enrollment of the school and reviewed with the Board members the changes made to the Trade Reauthorization (Appendix A. Enrollment Statistics for Grasso Technical High School and Appendix B. Program Support Package 2015-16) located on pages 34-48. Superintendent Torres is confident that the issues that were raised have been addressed and the issues that remain are specific to the overall school enrollment which is being addressed with the examples she shared.

Superintendent Torres explained the vision and new direction of the new Grasso Technical High School. Grasso Tech is currently in the design phase and renovations will soon begin. The CTHSS continues to look to capitalize on the industry's needs in the area particularly with Electric Boat partners and their needs. There will be a metal fabrication and shipbuilding strand. The Culinary and Hospitality trade technologies will be combined due to similarity between the two trades.

Superintendent Torres was asked to walk the Board members through the existing trades at Grasso Tech. The ten trades in the new project versus the number of trades now. Commissioner Wentzell commended Superintendent Torres on the number of hours she has spent helping Superintendents throughout Connecticut understand the programs that are offered at the CTHSS and the benefits at a time when towns are experiencing low enrollment.

A motion was called to approve the reauthorization of the Agriculture, Food and Natural Resources Cluster, Health Science Cluster and The Human Services Cluster.

Ms. Keavney, moved, Ms. Eichstaedt seconded, that the CTHSS Board approves the reauthorization of the following trades:

- Agriculture, Food and Natural Resources Cluster
- Bio-Science and Environmental Technology

- Health Science Cluster
 - Health Technology
 - Certified Nursing Assistant
 - Dental Assistant
 - Licensed Practical Nurse
 - Medical Assistant
 - Surgical Technology

- The Human Services Cluster
 - Early Care and Education

and directs the Superintendent of Schools to take the necessary action.

Vote: In Favor: Barrasso, De Filippis, DiPentima, Eichstaedt, Hoecklin, Jackson, Keavney-Maruca, Trefry,

	Walker
Opposed:	0
Abstained:	0
Absent:	DiPentima, Smith

Motion carried unanimously.

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

B. CTHSS Rolling Capital Improvement & Capital Equipment Plan for 2017-2019

Superintendent Torres reported that the CTHSS has a statutory obligation to produce an annual Three-Year Rolling Capital Improvement and Capital Equipment Plan. This plan was reviewed at the Outreach and Finance Subcommittee meeting that met just prior to today’s meeting and the Subcommittee recommended approval to the CTHSS Board.

Superintendent Torres introduced CTHSS Education Consultant, Mr. Chasse to the Board members. Mr. Chasse reported that Legislation was passed that reduced the reporting period down from five to three years. This year’s plan – which covers fiscal years 2017 – 2019– requests that the State continue to invest in the revitalization and rebranding of the district. The CTHSS continues to pursue approval of bond authorizations totaling in excess of \$33 million. In addition, there is \$12 million in additional funding included in the FY 2016-17 capital budget that is intended to fund the replacement of trade and academic equipment (\$4M), instructional and networking technology (\$5.1M) and infrastructure repairs (\$2.9M) across the district. The report provides an update on the district’s school construction and renovation projects. The report also identifies the state’s goal of reducing energy consumption. The proposed Rolling Capital Plan requests a total of \$36M in new capital funding over the next three years to enabled continued investment in trade and academic equipment, technology, vehicles and for agency-administered infrastructure projects including energy efficiency upgrades. The \$12 million request for FY 2017-18 and FY 2018-19 will be included in the District’s Capital budget request due late summer.

Mr. Chasse explained that this exercise eventually leads to the inclusion into the biennial budget request for the next two fiscal years. There currently is a proposal at the legislature that could potentially eliminate the capital budget of \$12 Million. The CTHSS is awaiting information on this. Including next year’s \$12 Million that was planned, the total available legislatively approved authorizations are approximately \$45 Million. The reduction would be reduced to approximately \$33 Million. Superintendent Torres stated that the CTHSS would still be able to prioritize these projects to fulfill the necessary needs in the District.

A motion was called to approve the CTHSS Rolling Capital Improvement and Capital Equipment Plan for 2017-19.

Mr. Barrasso moved, Mr. Hoecklin seconded, that the Board approves the Connecticut Technical High School System’s Rolling Capital Improvement and Capital Equipment Plan for 2017-2019, and directs the Superintendent of Schools to take the necessary action.

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

Motion carried unanimously.

This plan will be forwarded to the joint standing committees of the General Assembly having cognizance of matters relating to education, finance, revenue, bonding and appropriations and the budgets of state agencies.

A copy of the Rolling Capital Improvement and Equipment Plan 2017-2019 report is included in the official file of this meeting.

VI. Items for Discussion

B. Concussions at the CTHSS

Superintendent Torres introduced Dr. Karissa Niehoff, Executive Director of the CT Association of Schools CT Interscholastic Athletic Conference (CIAC), Mr. Mark Ambruso, Principal of Windham Technical High School, Dr. Brian Mignault, Principal of Ellis Technical High School and Darlene Kirychuk, CTHSS School Nurse Supervisor to the Board Members

Dr. Niehoff has been a strong partner and advocate for the CTHSS and is the voice at the State level in terms of concussions. Dr. Niehoff explained that the CT Association of Schools has about 1,000 members including principals, assistant principals, etc., and their primary goal is to provide professional development and support to their leadership. The CIAC is a part of their association, the regulatory body to support athletics.

Dr. Niehoff provided an overview of concussion requirements for high schools and football programs. Connecticut led the nation in 2009 when the first statute was established around concussion education for coaches and requirements for schools. In 2013 a law was passed that now requires all public schools to submit annual reports to the state department that include the nature and extent of all concussions sustained by all students even if sustained outside of schools. All high schools that offer football are required to submit concussion data into an online system. Dr. Niehoff walked the board members through CIAC's concussion central's website and the links and resources that are available in terms of what is required for schools and districts for all coaches and specific for football coaches including what schools need to do for students and parents – i.e. forms to assist schools in developing their concussion plans, training programs, course information for coaches to complete, human resource requirements of coaches, etc. In closing Dr. Niehoff stated that CIAC stands ready to support the schools in any way they can.

Dr. Mignault and Mr. Ambruso and Ms. Kirychuk walked the Board members through the report on Concussions in the CTHSS including the role of the school nurse. Ms. Kirychuk stated that the CTHSS has a Concussion Management Plan in place as required. The total number of concussions for SY 2015-16 to date is 125. The total number of concussions for SY 2014-15 was 75. Ms. Kirychuk explained why the increase. She also provided a breakdown of concussion data by gender and grade as well as numbers by classification i.e. if sports related, during school hours, outside of school hours, etc. Ms. Kirychuk described the role of the school nurse.

Dr. Mignault and Mr. Ambruso presented to the Board members on concussion education, specifically how all CTHSS coaches are required to complete the CT coaching education program that leads to their certifications. They provided an example of the CIAC return to play requirement forms, and presented the requirements of parents.

A copy of the Concussion Requirements for High Schools and Football Programs and Concussion Data—the role of the School Nurse PowerPoint presentations are included in the official file of this meeting.

C. Budget Update

Chairman Trefry shared with the board that there are evolving conversations on the budget for FY 2017. The plan is to submit a budget proposal at the June 20, 2016 Board meeting. Superintendent Torres indicated that there are a number of items that need to take place before a budget recommendation is made for the next fiscal year. Over the next couple of weeks, the CTHSS will be prioritizing the needs for the 2017 SY, including staffing.

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

VII. Report of the Chair

Mr. Trefry encouraged all Board members to sign up for graduation. Mr. Trefry also mentioned initial plans for a July retreat to focus on achievement indicators for the strategic plan.

VIII. Committee Reports

A. Quality and Policy

The Quality and Policy Subcommittee met on May 13, 2016. The Committee members received a comprehensive presentation on the Mastery Based Learning Model for Mathematics by the CTHSS Math Education Consultant, Mr. Alex Pitsas. The freshmen who have been part of this model are now scoring in many cases higher than juniors who were not participating. Students in this program are able to accelerate at their own pace.

B. Outreach and Finance

The Outreach and Finance Subcommittee met on May 17, 2016 just prior to today's Board meeting. The Committee members discussed the operating budget and reviewed and recommended approval of the Rolling Capital Plan.

IX. Public Participation

There was no public participation.

X. Adjourn

The CTHSS Board adjourned its meeting at 3:20.

Diane Curtis

Prepared by:

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