

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Draft Minutes of Meeting
September 15, 2015**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board (hereafter "Board") met on September 15, 2015, at Norwich Technical High School, 7 Mahan Drive, Norwich, CT

I. Oath of Office

Mr. Trefry welcomed the new board members of the Connecticut Technical High School System Board--Dr. Daisy Cocco De Filippis and Mr. Chris DiPentima and thanked them for their willingness to serve.

Attorney Beatrice Tinty administered the Oath of Office to Dr. Daisy Cocco De Filippis and Mr. Chris DiPentima.

II. 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. Karen Eichstaedt
Commissioner Sharon Palmer
Commissioner Catherine Smith
Dr. Daisy Cocco De Filippis
Mr. Chris DiPentima
Mr. Fitz Walker

Absent: Mr. John Barrasso

Mr. Trefry thanked Dr. Nikitoula Menounos, Principal of Norwich Technical High School for hosting the Board Meeting. Dr. Menounos thanked the Board members for their support and for approving the Biotechnology Program at Norwich Tech. Dr. Menounos gave a brief overview and future plans for the Biotechnology trade. Dr. Menounos introduced Ms. Elizabeth Curcio, Dean of Students/Worked Based Learning Instructor, and Biotechnology student Kyle Tempesta who also spoke to the Board members about the trade. In addition, Dr. Menounos introduced Jacob Eyberse, HBC and Lisa Mangine who shared their experience at Norwich Tech and their post-secondary plans with the board.

III. Public Participation

There was no public participation.

IV. Consent Agenda

There were no items on the consent agenda.

V. Executive Session

There was no executive session.

The board considered Agenda Item IX.A. and IX.B. at this time.

IX. Items for Discussion

A. SkillsUSA Recognition

Superintendent Torres introduced Ms. Heidi Griffen, Education Consultant, to the Board members. Ms. Griffen provided an overview of the SkillsUSA competition results. Ms. Griffen introduced students who won medals at

this year's SkillsUSA National Competition held this past summer. Ms. Griffen played a sound clip of their winning presentation. Superintendent Torres and the Board recognized the following students.

The students who were present at the meeting were presented a plaque and took a photo with the Board Chairperson, Mr. Trefry, and Superintendent Torres.

Brett Hawran	A.I. Prince THS	Audio Radio Production	Won 1 st Place in Audio Radio Production
Jacob Hawran	A.I. Prince THS	Audio Radio Production	Won 1 st Place in Audio Radio Production
Adrian Zygadlo	Platt THS	Technical Computer Applications	Placed 2 nd in Technical Computer Applications

The Board members congratulated the students on their accomplishments.

B. Teacher Recognition

Superintendent Torres and the Board recognized the following teachers throughout the district for their significant contributions to the success of their schools and students and their commitment to excellence in their profession.

Henry Abbott Technical School	Rigopoula (Rita) Halkias, Special Education
Bristol Technical Education Center	Laurie Finke, Social Studies
Bullard-Havens Technical School	Sarah Saunders, Science
Howell Cheney Technical School	Peter Jennings, Electrical D.H.
H.H. Ellis Technical School	Michael Daigle, Masonry D.H.
E.C. Goodwin Technical School	Adrienne Kiel, Art
Ella T. Grasso Technical School	Melanie Wade Cometa, Music
W.F. Kaynor Technical School	Donna Finn, Music
Norwich Technical School	Susan Fox, Hairdressing D.H.
Emmett O'Brien Technical School	Allison Kinard, Social Studies
Platt Technical School	John Carew, Plumbing and Heating
A.I. Prince Technical School	Robert Jacobacci, Masonry
Vinal Technical School	Janet Bergen, Special Education
Eli Whitney Technical School	Diane Waldron, English
H.C. Wilcox Technical School	Michele Leahy, Computer Applications
Windham Technical School	Bin Gao, Mathematics
Oliver Wolcott Technical School	Alexander Werba, Mathematics
J.M. Wright Technical School	Francine Bove, Culinary Arts and Food Science D.H

The teachers who were present at the meeting were presented a plaque and took a photo with the board Chairperson, Mr. Trefry, Commissioner Wentzell and Superintendent Torres. Melony Wade Cometa from Ella T. Grasso Technical High School who was selected as the System Teacher of the Year delivered a speech to the board.

The Board members thanked the teachers for all of their hard work and congratulated them on their accomplishments.

CTHSS Board Introductions

Chairperson Trefry asked the Board members to introduce themselves. Each member provided background information and spoke about why he or she is committed to serving on the Board.

VI. Consideration of Minutes

The Board voted unanimously that the minutes of the June 10, 2015 meeting be approved.

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

VII. Report of the Superintendent of Schools

Strategic Plan Update.

Superintendent Torres reported she is extremely excited about the new school year. At the school level there is a lot of energy as the CTHSS enters year two of our Strategic Plan. Five focus areas have been identified for the work to be done this year that is in direct alignment to the Plan. These areas were shared with staff during the back-to-school message to the school community and the work with Principals. This year the focus is on Coherence. Superintendent Torres provided a handout to the Board members on the five focus areas. A copy of the handout is included in the official file of this meeting.

New Administrators – 2015-16 School Year

Superintendent Torres reported that as the CTHSS starts a new school year, the Board is provided with an updated school administrator chart. Currently there are three assistant principal vacancies that the CTHSS will be recruiting for. Superintendent Torres introduced Mr. Eric Hilversum, the new Principal of J.M. Wright Technical High School. Mr. Hilversum spoke about his educational experience. Mr. Hilversum thanked the Board members for the opportunity to be a part of the CTHSS community. The Board members congratulated Mr. Hilversum on his appointment. The Board members were distributed a copy of Mr. Hilversum's resume in their packets.

A copy of the school administrator chart and Mr. Hilversum's resume is included in the official file of this meeting.

Scholastic Assessment Test (SAT) Transition

At the September 11, 2015 Subcommittee meeting on Quality and Policy, the committee members had a discussion on the Smarter Balanced Assessment results. A copy of this report was provided to the Board members in their packet. Superintendent Torres shared many positives which included:

- 47% of the Connecticut Technical High School's 11th graders met or exceeded the achievement level in English language arts. The district has seen great growth in reading and will continue these efforts this year.
- 96% of the 11th grade students participated in the 2014-2015 Smarter Balanced Assessment. This is a testament to the work done in educating parents about student assessment.
- For CAPT Science, 9 of 15 schools increased proficiency or higher. As a district, we increased slightly from 2014-2015 and continue to exceed the state average. Superintendent Torres commended all teachers; however she did point out the results for science continue to be solid across the board and the district has seen positive gains since 2011.

The Board members engaged in a discussion on the SAT transition which included a focus on Mathematics where students performed at a 9.6% proficiency level. The focus this year is on the implementation of ALEKS for all 9th graders and on successful completion of Algebra I competencies

A copy of the Smarter Balanced Report is included in the official file of this meeting.

Educator Legislation of the 2015 Session

Superintendent Torres reported the Educator Legislation list is quite extensive for the 2015 session and there are many implications for the district which will be presented in October to the Quality and Policy Subcommittee. For now, Superintendent Torres shared with the Board members Statutes 14 and 15 of the Public Act 15-215 which reassigns responsibility of a number of reports from the State Board of Education to the CTHSS Board.

VIII. Items Requiring Action

A. Concussion Education and Management Plan

On September 11, 2015, the Quality and Policy Subcommittee met, discussed and recommended approval of the CTHSS Concussion Education and Management Plan. Superintendent Torres introduced the new Supervising Nurse, Darlene Kirychuk to the Board members. Public Act No. 14-66: An Act Concerning Youth Athletics requires the State Board of Education, in consultation with the Commissioner of Public Health, the governing authority for intramural and interscholastic athletics, an appropriate organization representing licensed athletic trainers, and an organization representing county medical associations, develop or approve a concussion education plan for use by local and regional boards of education. In response the CSDE released *Concussion Education Plan and Guidelines for Connecticut Schools* in February 2015. The CTHSS Plan is based on CSDE Guidelines.

Mr. Trefry asked for a motion at this time for CTHSS approval of the plan.

Ms. Keavney moved, Commissioner Smith seconded that the CTHSS Board approve the Concussion Education and Management Plan in the CTHSS as recommended by the Quality and Policy Subcommittee.

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

IX. Items for Discussion

C. FY 2015-16 Budget Update

On September 15, 2015, the Outreach and Finance Subcommittee met and discussed the FY 2015-16 Budget. A copy of this budget update is included in the Board's packet. Superintendent not requesting budget expansion at this time. State agencies have been requested to submit midterm budget expansion items for next fiscal year (2016-17) to the Office of Policy and Management (OPM). However, per OPM's directions, any expansion requests must also include an equivalent reduction in other areas of the operating budget.

In lieu of submitting an expansion request, Superintendent Torres will continue to advocate for the refill of legislatively-authorized positions.

A copy of the CTHSS Financial Report dated September 15, 2015 is included in the official file of this meeting.

X. Report of the Chair

Mr. Trefry reported that there are still two vacancies to fill on the board and that Mr. Nemerson will no longer be serving on the CTHSS board. Mr. Trefry also indicated that he will be sharing with the Board members the findings on the career readiness study group, on which he serves, of the National Association of State Boards of Education.

XI. Committee Reports

A. Quality and Policy

The Quality and Policy Committee met on September 10, 2015 and recommended approval of the Concussion Education and Management Plan. The Committee also reviewed and discussed Smarter Balanced Assessment Data.

B. Outreach and Finance

The Outreach and Finance Committee met on September 15, 2015 directly before today's CTHSS Board meeting. The Committee members were provided an update on the 2015-16 Budget and on the district's Energy Conservation Plan.

XII. Public Participation

There was no public participation.

XIII. Adjourn

The CTHSS Board adjourned its meeting at 3:30 p.m.

Prepared by:

Diane Curtis

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