

CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD
Minutes of Meeting – September 18, 2018

Pursuant to notice filed with the Secretary of State, the Connecticut Technical Education and Career System Board (hereafter “Board”) met on September 18, 2018 at H.C. Wilcox Technical High School, 298 Oregon Road, Meriden, CT

I. Call to Order

Mr. Trefry called the meeting to order at 1:30 PM.

Present: Robert Trefry, Chairperson
Patricia Keavney-Maruca, Vice Chairperson
Maura Dunn
Daisy Cocco De Filippis
Karen Eichstaedt
Commissioner Catherine Smith
Mr. Fitz Walker
Commissioner Kurt Westby

Absent: Gina Chiarella
Andrea Comer
Peter Hoecklin

II. Public Participation

There was no public participation.

III. Welcome

Mr. Trefry welcomed Board members and guests and introduced a new board member, Ms. Maura Dunn, Vice President of Human Resources and Administration, Electric Boat.

A. SkillsUSA Recognition

Superintendent Wihbey introduced Mr. Heidi Griffen, Education Consultant to the Board members. Mr. Griffen shared a video of US Secretary of Education Betsy DeVos who visited the SkillsUSA 2018 National conference. Ms. Griffen shared an overview of the SkillsUSA competition results and introduced students who won medals at this year’s SkillsUSA National Competition held this past summer. Superintendent Wihbey and the board recognized the students, parents and grandparents who were present at the meeting. They were presented a plaque and took a photo with the Board Chairperson, Mr. Trefry, and Superintendent Wihbey.

Three Students earned a gold medal

1. Christian Haupt, from Platt, Placed 1st in Career Pathway Showcase
2. Cody Larouch, from Platt, Placed 1st in Career Pathway Showcase
3. Christian Ramos, from Platt, Placed 1st in Career Pathway Showcase

Two Students earned a Silver medal

1. Cole Christadore, from Ellis, Placed 2nd in Masonry
2. Benjamin Thibodeau, from Ellis Placed 2nd in Plumbing

Three Students earned a bronze medal

1. Jagger Art, from Platt, Placed 3rd in Humanoid Robotics
2. Ethan Feldman, from Platt, Placed 3rd in Humanoid Robotics
3. Lucas Johnson, from Cheney, Placed 3rd in Carpentry

Included in the Board’s packets was a handout that also listed students that placed in the top ten and in the top twenty. Ms. Griffen added that all of the CT delegation did an outstanding job and overcame incredible obstacles to be in Louisville; they are not only champions from their school, but for the CTECS.

B. Teacher Recognition

Superintendent Wihbey, SVFT President Ed Leavy 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:

Abbott Tech	Shannon Hughes
Bristol TEC	David Bauchiero
Bullard-Havens	Raymond Simmons
Cheney Tech	Edward Knoeckel
Ellis Tech	Mary Schlehofer
Goodwin Tech	Brent McCarthy
Grasso Tech	Susan Manning
Kaynor Tech	Theresa DeCesere
O'Brien Tech	Annette Frank
Platt Tech	Robert Turcotte
Prince Tech	Tamara Roper
Vinal Tech	Tina Piscioti
Whitney Tech	Angel Perez
Windham Tech	Donald Brown
Wolcott Tech	Julia Riddick
Wright Tech	Gregg French
Wilcox Tech	Michelle Amann-Wojenski
Norwich Tech	Jamie Lamitie

Mr. Jamie Lamite was named the 2019 Teacher of the Year for the CTECS district-wide.

C. Introduction of New Administrators

Superintendent Wihbey introduced the following new administrators to the Board members and asked they join him in welcoming them on their new appointments.

- Javette Giannelli-Allen, Principal Vinal Technical High School
- Thomas Demers, Assistant Principal, Platt Technical High School
- Jennifer Geragotelis, Assistant Principal, H.H. Ellis Technical High School
- Samantha Palma, Assistant Principal, Platt Technical High School
- Kenneth Hilliard, Acting Principal, W.F. Kaynor Technical High School
- Patricia King, Principal Elect, Norwich Technical High School
- Nichole Walsh, Assistant Principal, Oliver Wolcott Technical High School

IV. Consent Agenda

A. Consideration of the June 19, 2018 CTHES Board Meeting Minutes

The board voted unanimously that the minutes of the June 19, 2018 CTECS Board Meeting be approved.

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

Motion carried unanimously.

V. Executive Session

There was no executive session.

VI. Items Requiring Action

A. Approval of the Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 & 2020-21

The spirit of Connecticut General Statute (C.G.S.) Section 10-99g requires that the Superintendent submit budget requests to the “technical high school system board.” The board shall review, amend and approve such budget and submit the approved budget to the State Board of Education and the Secretary of the Office of Policy and Management in accordance with the provisions of section 4-77.

Superintendent Wihbey introduced Mr. James Chasse, Education Consultant to the Board members who presented the district’s operating and capital budget requests for fiscal years 2019-20 & 2020-21 consisting of a baseline budget, P3A technical adjustment, separate agency technical adjustment, proposed increases, position counts, and the capital budget request.

The Superintendent’s baseline budget request is projected to be \$161,956,880 for fiscal year 2019-20 and \$167,207,884 for fiscal year 2020-21.

Mr. Chasse updated the Board regarding the Capital budget request, which mirrors the amounts contained in the Rolling Capital Plan. He also provided an update on the District’s current capital budget and current status and the Superintendent’s capital budget request for 2019-20 and 2021.

Upon the CTHSS Board’s approval, this budget package will be forwarded to the State Board of Education and the Secretary of the Office of Policy and Management (OPM) for consideration.

A motion was called at this time.

Ms. Keavney moved, Ms. Eichstaedt seconded that the CTECS Board approve the Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 and 2020-21 as recommended by the Outreach and Finance Subcommittee.

Vote:	In Favor:	Dunn, Keavney, De Filippis, Eichstaedt, Westby, Smith, Trefry, Walker
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Opposed: 0
Abstained: 0
Absent: Chiarella, Hoecklin, Comer

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

Motion carried unanimously.

A copy of the Proposed Operating & Capital Budget Request for Fiscal Years 2019-20 & 2020-21 is included in the official file of this meeting.

VII. Committee Reports

A. Quality and Policy

The Quality and Policy Subcommittee met on September 18, 2018 just prior to today's meeting. The Committee members reviewed the Draft Strategic Operating Goals that were developed during the September 11, 2018 CTECS Board retreat. The Committee members received an update on school performance (School & District Scoreboard), an update on CTECS vacancies, the demographic profile of the enrollment for next year's 9th grade class, and discussed the Sheff Lottery.

B. Outreach and Finance

The Outreach and Finance Subcommittee met on September 18, 2018 just prior to today's meeting. The Committee members recommended approval to the CTECS Board, of the proposed operating and capital budget request for fiscal years 2019-20 and 2020-21. The Committee received an Expenditure and Revenue report update and per pupil costs by school by trade.

VIII. Report of the Superintendent of Schools

Items for Discussion

A. Scheduling Efficiency District Management Group (DMG)

Superintendent Wihbey reported that CTECS has been working with the District Management Group (DMG). Over the summer, DMG met with the Principal leadership and a group of Assistant Principals regarding master scheduling. He is hoping to expand with DMG moving forward to conduct a complete audit of the master schedule process and provide CTECS with efficiency recommendations. Given the budget realities the State of Connecticut is facing, CTECS needs to assure that they are dispatching teaching staff to the areas and providing services that meet the board's highest priorities.

B. Metrics Utilized for Superintendent/Principal/Teacher Evaluations 2018-19 SY

Superintendent Wihbey reported that Student Learning Outcomes (SLOs) were discussed at the Subcommittee on Quality and Policy meeting that met just prior to today's meeting. He explained the focus first will be the metrics connected to the school performance indicators in the accountability index for the State of CT. CTECS is moving towards utilizing those metrics. Currently, there are approximately 15-16 different indexes connected to the Student Performance Index, some are chronic absenteeism, SAT scores, physical education achievement, and the number of ninth graders who receive non-credit. These will be built into the evaluations.

C. Expenditure & Revenue Report

Superintendent Wihbey introduced Mr. James Chasse, CTECS Education Consultant who provided an update on the latest information impacting the district's operating budget for fiscal years 2018-19.

He informed the Board members as we near the end of the fiscal quarter of the 2018-19 fiscal year, current cost projections indicate a projected deficit of approximately \$389,000 in the payroll account based on the current number of OPM-approved positions that are pending completion of the recruitment and hiring process.

Mr. Chasse summarized the latest available operating budget information by payroll, fuel and utilities, and supplies and services. The current cost projections assume that the 68 positions currently approved by OPM for refill will be filled within 60 days from the date of posting. At this time, we believe that the current operating budget for services and supplies will be sufficient to meet projected costs. The district began the new fiscal year on July 1, 2018 with an unauthorized bond balance of approximately \$7.2M.

On July 25, 2018, the district received approval of an allocation totaling \$1,651,500 for the purchase of new and replacement student transportation vehicles. All of the purchase orders for these vehicles have been issued to a state-contracted vendor and the district awaits further communication from the vendor as to estimated delivery dates.

A copy of the Expenditure and Revenue Report is included in the official file of this meeting.

D. Update on CTECS Transition

Superintendent Wihbey introduced Mr. Peter Haberlandt SDE Director of Legal Affairs, and Governmental Affairs, Matthew Venhorst, Staff Attorney, and Ms. Demsey, Chief Financial Officer to the Board members who provided an update on the 2017 CSDE Legislation Implementation Public Act 17-237 – An Act Concerning the Establishment of the Technical High School System as an Independent Agency.

Mr. Haberlandt opened the discussion. The Legislature pushed back the time of CTECS separation timeline to the start 2020-21 school year. Mr. Haberlandt updated the Board members on the activities the SDE and CTECS have been working on to prepare CTECS to be an independent agency including IT, Fiscal, HR, Legal functions, the hiring of a consultant to assist with the transition, and the review of the current admissions policy.

Ms. Demsey informed the Board that the budget they voted on includes 27 positions that will staff the central office fully. In the meantime, in an effort to be proactive the Superintendent is working with the District Management Group to look at the teacher allocations, he is in the process of hiring a legal director, a communications person, the Information Technology staff has been transferred over, human resources staff in in the process of being hired. Mr. Pescosolido, Chief of Fiscal Services, has begun fiscal training agency-wide but in particular to CTECS business officials at each of the schools and central function around procurement and the structure needed in place.

Mr. Haberlandt reported that the review of the CTECS Admissions Policy is currently underway. The statute requires the SDE to conduct a review as it relates to enrollment of students with disabilities.

Questions/Discussion included: CTECS is in the midst of hiring IT staff so the five Title 1 schools will have a full-time IT staff. The separation of data systems was also discussed and is currently underway.

E. Sheff Lottery

The Quality and Policy subcommittee had a discussion on the Sheff Lottery at their meeting that met just prior to today's board meeting. Superintendent Wihbey introduced Ms. Robin Cecere, SDE Staff Attorney, and Glen Peterson, SDE

Director of School Choice Programs. Ms. Cecere clarified the Sheff Lottery parameters on how the students will be chosen to attend A.I. Prince, E.C. Goodwin and Cheney. Some of the parameters included: trade interest by student, choice of school (rank 1,2,3), geography, legacy of student, sibling preference and preference of the student.

Discussion included marketing i.e. and highlighting the CTECS schools in marketing literature targeting them first in the catalog. CTECS will gain more students/exposure with the common application and CTECS will be the first option choice over magnet schools. The RESCO application is on-line. Students will have access to on-line services via the schools in their areas in the event there is no access at home.

Discussion also included, wait list students. Prince, Goodwin, and Cheney are currently partnering with RESCO. Described the RESCO application process, the lottery cycle and placement process. How are offers made to students? In addition, that the lottery will continue for as many rounds as necessary.

F. Strategic Action Plan Goals

On September 11, 2018 the CTECS Board held a retreat to work on strategic action planning. The Board retreat was facilitated by Mr. Richard Lemons, Executive Director of the Connecticut Center for School Change. The CT Center for School Change has been procured as the consultant to assist in the transition of CTECS as an independent agency as well as shepherding CTECS through the strategic operating plan over the next year and provide support. During the retreat, Board members reviewed the strategic indicators, new possibilities, Potential Strategic Goals and Strategies Work List including concepts that were prepared as a result of the Superintendent's Entry visits conducted at CTECS schools earlier in the year to identify strategic plan goals, next steps, etc.

As a result, the Board members came up with six directional broad goal statements for the 2018-22 Strategic Operating Plan. The Board has charged the CTECS in taking these broad goal statements and crafting them into specific goals that would include strategies and delivery chain of people responsible and timelines through a Strategic Operating Plan Steering Committee. After, Strategic Operating Plan Engagement Presentations will be conducted at each school through a faculty meeting for feedback and then be brought back to the Board for review finishing work. The Superintendent reviewed the draft Strategic Operating Goals with the Board members. It is hopeful by late fall CTECS will have a final Strategic Operating Plan.

The six draft goals are listed below:

- 1) Put students first to ensure their success.
- 2) Recruit, Hire, Develop and Retain Top Talent for Teachers, Administrators, Central Office in a timely and LEAN manner.
- 3) Partner with Key Reginal Employers to develop curriculum, pathways and new opportunities to support student success, business growth and economic activity.
- 4) Strengthen relationships with local education agencies and colleges to create clear articulated [guaranteed, innovative] pathways for student opportunity.
- 5) Transition to new agency model through the creation our new school system, which facilitates flexibility, and innovates timely education.
- 6) Align/calibrate programs and offerings to meet our Foundational Imperatives. (5, 7, 8 and 9)

Questions/Discussion included: Mr. Trefry requested Board members who were not present at the Board retreat to submit their input. The Board members were impressed with the draft broad strategic goal statements and thanked Superintendent Wihbey for all of his hard work.

IX. Report of the Chair

Mr. Trefry announced that Ms. Karen Eichstaedt will be chairing the Quality and Policy Subcommittee and Pat Keavney will be chairing the Outreach and Finance Subcommittee. Commissioner Jackson has resigned from the Board. He also indicated that Gina Chiarella might be resigning from the board.

X. Public Participation

There was no public participation.

XI. Adjourn

The CTECS Board adjourned its meeting at 3:30 PM.

Diane Curtis

Prepared by:

Diane M. Curtis, Administrative Assistant
Connecticut Technical Education and Career System