

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

**Minutes
of
Meeting of Subcommittee on Quality and Policy
November 10, 2016**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board Subcommittee on Quality and Policy met on November 10, 2016 at 25 Industrial Park Road, Middletown, CT via teleconference.

I. Call to Order

Ms. Keavney called the meeting to order at 1:00PM.

Present: Joseph Campbell, Education Consultant
Karen Eichstaedt, Member of the Subcommittee on Quality and Policy
Nivea L. Torres, Superintendent of Schools
Robert J. Trefry, Chairperson of the CTHSS Board
Patricia Keavney-Maruca, Chairperson of the Subcommittee on Quality and Policy

Absent: Daisy Cocco De Filippis, Member of the Subcommittee on Quality and Policy
Peter Hoecklin, Member of the Subcommittee on Quality and Policy

II. Public Participation

There was no public participation

III. Consideration of Minutes of the September 9, 2016 Meeting

The Board voted unanimously that the minutes of the September 9, 2016 meeting be approved.

Vote: In Favor: Eichstaedt, Keavney-Maruca, Trefry
Opposed: 0
Abstained: 0
Absent: De Filippis, Hoecklin

Motion carried unanimously.

IV. Strategic Planning for the Connecticut Technical High School System

A. Biennial Summary Report (2014-15 – 2015-16)

In accordance with CGS section 10-95k, not later than January 1, 2017, and biennially thereafter, the Connecticut Technical High School System Board shall prepare a summary report concerning the Connecticut Technical High School System and shall submit the report directly to the joint standing committee of the General Assembly having cognizance of matters relating to education. The CTHSS must submit data on demographic information for the preceding two school years on applicants for admission, students enrolled and graduates, and a summary of the capital and operating expenditures for each technical high school.

Superintendent Torres asked the Committee members to review the report with caution because it involves information from 2014-15 & 2015-16. As a result of budget priorities, the CTHSS has taken action to address low enrollment shops

including: phasing out fashion, collision repair and new carpentry and hospitality model at Grasso starting this year and deploying staff.

Superintendent Torres highlighted the following points from the report as follows:

On page 2, the report references the Strategic Action Plan, the new Continuum to ensure students are work ready, job ready, career ready and college ready;

On page 3, the report references the implementation of the new Mastery-Based Learning Program for Mathematics and the continued expanded partnerships with the Board of Regents and the Community colleges;

On page 4, the report provides school construction project updates for: Ellis, Wilcox, Whitney and O'Brien. Ellis and Wilcox were completed in 2015, Whitney and O'Brien will have ribbon cuttings planned for the spring of 2017;

On page 5, the report references capacity. Superintendent Torres provided clarification on two key definitions regarding operational capacity and space capacity. She also noted that the CTHSS could add 600 more students if the system had the operational staff and resources.

On Page 6, the report references student diversity. The CTHSS minority population enrollment was 50 percent in 2014-15 and 51% in 2015-16 and remains above the statewide public high school percentage. Special education services were 9 percent in 2014-15 and 9.5 percent in 2015-16 and continue to rise as this year they are in excess of 10 percent.

On page 7 – the CTHSS served approximately 7 to 9 percent of the high school population in the State of Connecticut.

Discussion followed and Superintendent Torres responded to questions the Committee members raised about the Biennial Report. It was requested by the Committee members the following recommendations be made to the report as follows:

- On page 3 of the report, list the Norwalk Community College partnership with Wright Tech. Partnership includes creating a 9-14 program leading to an Associate Degree and/or additional credits from NCC.
- A footnote be added to the enrollment section of the report indicating maximum enrollment per contract for trade areas (18);
- Note that low enrollment in some areas/classrooms might mean personalized instruction such as Tier 2, Tier 3, SPED, and ELL services; and
- Include on page 8 Graduate Follow-Up Charts by trade.

A motion was called at this time.

Ms. Eichstaedt moved, Mr. Trefry seconded, that the committee agrees to recommend to the CTHSS Board pursuant to Section 10-95k of the Connecticut General Statutes, approval of the Biennial Summary Report for 2014-15 and 2015-16, with the following recommended changes:

- On page 3 of the report that Norwalk Community College partnership with Wright Tech be listed. Partnership includes creating a 9-14 program leading to an Associate Degree and/or additional credits from the school;
- A footnote be added to the enrolment section of the report indicating maximum enrollment per contract for trade areas (18);

- Note that low enrollment in some areas/classrooms might mean personalized instruction such as Tier 2, Tier, 3, SPED, ELL services; and
- Include on page 8 Graduate Follow-Up Charts by trade.

and directs the Superintendent to take the necessary action.

Vote:	In Favor:	Eichstaedt, Keavney-Maruca, Trefry
	Opposed:	0
	Abstained:	0
	Absent:	De Filippis, Hoecklin

Motion carried unanimously.

Upon the committee’s approval, the report will be submitted to the CTHSS Board for their approval and then submitted to the joint standing committee of the General Assembly having cognizance of matters relating to education. The Committee members commended the Superintendent Torres on preparing a thorough report.

A copy of the Biennial Summary Report (2014-15 – 2015-16) is included in the official file of this meeting.

B. Data Privacy

Superintendent Torres introduced Mr. Joe Campbell, CTHSS Technology Education Consultant to the Committee members. Mr. Campbell was asked to explain the data privacy law at the state level and what this means for the CTHSS. Mr. Campbell was asked to explain what the Board’s action needs to be as a result of this statute.

Public Act No. 16-189 – An Act Concerning Student Data Privacy was enacted on October 1, 2016. Effective October 1, 2016, and applicable to contract amended or renewed on or after said date) (a) On and after October 1, 2016, a local or regional board of education shall enter into a written contract with a contractor any time such local or regional board of education shares or provides access to student information, student records or student –generated content with such contractor.

Mr. Campbell presented the District’s policy on Data Privacy and the security agreement. He explained that every vendor the CTHSS does business with must agree to sign a contract. The Data and Privacy page is currently on the CTHSS website along with a listing of vendors the CTHSS has privacy agreements with. Mr. Campbell explained what student records mean in the data world. In terms of the policy, Superintendent Torres clarified that the CTHSS role and the Board’s role is to safeguard these records to ensure the district has a policy in place which delineates the roles and responsibilities that are guarding the records and timelines and expectations in the event of a security breach. Mr. Campbell explained that during the first six months of the law, there will be a legislative review of the impact of the law and there may be revisions to the policy.

Upon the committee’s approval, the report will be submitted to the CTHSS Board for their approval.

A motion was called at this time.

Mr. Trefry moved, Ms. Eichstaedt seconded, that the committee agrees to recommend to the CTHSS Board pursuant to Public Act No. 16-189 of the Connecticut General Statutes, approval of the CTHSS Student Data Privacy Policy.

Vote:	In Favor:	Eichstaedt, Keavney-Maruca, Trefry
	Opposed:	0
	Abstained:	0
	Absent:	De Filippis, Hoecklin

Motion carried unanimously.

The Committee members commended Mr. Campbell on a job well done in providing a clear report. A copy of the CTHSS Data Policy and Security Agreement is included in the official file of this meeting.

C. Student Achievement Testing Data (SAT)

At the October 18, 2016 CTHSS Board meeting, Board members requested the SAT topic remain on the Quality and Policy Subcommittee meeting agenda for discussion. Superintendent Torres provided an overview of the supports in place for schools needing improving. Each Technical High School has a school improvement plan and strategies are identified for areas in need. Currently, there are two schools that are on an intervention plan for teaching and learning (Whitney and O'Brien) for both reading and mathematics. Since these plans were developed, the CTHSS is already seeing areas of improvement particularly in reading at O'Brien. Superintendent Torres also spoke about the score cards which are provided quarterly to all Principals. The data includes mathematics, language arts scores, PE scores, teacher's attendance, inventory, etc. Every quarter when the principal's meet, this data is reviewed with them.

V. The Next Meeting of the Subcommittee on Quality and Policy

The next meeting of the committee will be held on December 9, 2016.

VI. Adjourn

The meeting was adjourned at 1:55 PM.

Prepared by:
Diane Curtis, Administrative Assistant