

CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD

Minutes of Meeting of May 15, 2018 Subcommittee on Quality and Policy

Pursuant to notice filed with the Secretary of State, the Connecticut Technical Education and Career System Board Subcommittee on Quality and Policy met on May 15, 2018 at W.F. Kaynor Technical High School, Waterbury, CT

I. Call to Order

Ms. Keavney called the meeting to order at 10:00 AM.

Present: Patricia Keavney-Maruca, Chairperson of the Subcommittee on Quality and Policy
Robert J. Trefry, Chairperson of the CTECS Board
Karen Eichstaedt, Member of the Subcommittee on Quality and Policy
Daisy Cocco De Filippis, Member of the Subcommittee on Quality and Policy
Jeffrey Wihbey, Superintendent of Schools
Pasquale Ciarleglio, CTECS Education Consultant
James Chasse, CTECS Education Consultant
Joseph Uccello, CTECS Management Analyst
Dr. Paul Bazzano, Eli Whitney Assistant Principal
Mr. Theodore Oczkowski, Emmett O'Brien Assistant Principal
Dr. Donna Wallace, CTECS Education Consultant

Absent: Peter Hoecklin, Member of the Subcommittee on Quality and Policy

II. Public Participation

There was no public participation

III. Consideration of Minutes of the March 20, 2018 Meeting

The Committee voted unanimously that the minutes of the March 20, 2018 meeting be approved.

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

Motion carried unanimously.

IV. Strategic Planning for the Connecticut Technical Education and Career System (CTECS)

A. Position Management Update

Superintendent Wihbey introduced Mr. Joseph Uccello, CTECS Management Analyst, who presented a chart on the various steps required to secure internal and OPM approval of position refill requests and the resulting hiring timelines.

Discussion included: OPM has recommended the district investigate the state's LEAN process to reduce the hiring timelines. Superintendent Wihbey reported a meeting has been scheduled with OPM representatives for May 23, 2018. He will keep the Board members updated on the progress. Additionally, the district continues to pursue the automatic refill of instructional and health and safety positions.

Superintendent Wihbey added that no one person is to blame but rather, the entire process is to blame. A fix for this is system accountability—everyone has to be held accountable in order to reduce the current timelines for refilling vacant positions.

It is the Superintendent's expectation that all of the vacancies will be loaded into a spreadsheet and be reviewed with staff every week during the fiscal meetings. Mr. Uccello was asked to report on the CTECS existing vacancies including how long they have been vacant and provide an impact statement for each position.

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

B. Physical Education Update

Background: At the September 17, 2017 Subcommittee on Quality and Policy meeting, Physical Education results were discussed and a difference in the pass rate of females compared to males have been identified as an area for improvement. Due to the achievement gaps in P.E. between males and females, Superintendent Wihbey charged a task force to conduct research leading to recommendations for improvement.

At the December 12, 2017 Subcommittee meeting on Quality and Policy, the Committee members were presented preliminary findings and the outline of the taskforce's action plan.

Today, Superintendent Wihbey introduced Dr. Donna Wallace, Mr. Ted Oczkowski and Dr. Paul Bazzanno to the Committee members who presented a progress monitoring report with tentative recommendations.

Recommendations included: the need to increase the amount of time physical education is scheduled in schools, increased physical activity time improves student focus, engagement, confidence and self-esteem, a progressive approach to increasing the amount of physical activity daily for CTECS students and to identify, develop and implement consistently effective and efficient remedies to narrow the achievement gap among students.

Questions/Discussion included: Scheduling strategies, staffing, why six periods versus seven periods, Title 1 Schools, and special education remediation.

The Physical Education Committee will continue their work and engage with the Principal Council regarding scheduling strategies. Additionally they will conduct surveys with both students and parents. The committee will continue to identify tasks during the 2018-19 school and will keep the board updated on their progress.

The Committee members thanked Dr. Wallace, Mr. Oczkowski and Dr. Bazzano for their efforts. Dr. Bazzano, Dr. Wallace and Mr. Oczkowski thanked the Committee members for the opportunity to speak on this important topic.

A copy of the following handouts entitled:

“Connecticut Technical Education and Career System Physical Education Task Force Progress Report, May 2018 is included in the official file of this meeting;

“Regular Exercise Changes the brain to improve memory, thinking skills”;

“The Mental Health Benefits of Exercise”;

“The Importance of Recess for Children with ADHD”.

C. Timeframe for Budget Decisions (Master Schedule Timeline)

Superintendent Wihbey spoke to the Committee members about three decision-making processes that need to be aligned.

The first is the enrollment process. Decisions as to how many students to offer enrollment to for the following school year is traditionally made during February/March.

Once the enrollment decisions are made, the second step is the creation of each school’s master schedule during March, April and May.

In order to effectively complete these first two processes, school leaders must also determine the required instructional staffing levels needed to appropriately serve the number of students being offered enrollment and to build a master schedule that complies with the district’s scheduling guidelines and adheres to collective bargaining limits on class size.

The primary misalignment occurs with the budgeting process. The state’s budgeting process requires submission of a biennial budget request during the September/October period preceding a new school year. The final legislatively-approved operating budget and approved staffing totals are often not approved until June (less than 60 days before the new school year starts).

In addition, the district generally cannot begin to recruit new teachers until the budget is approved and therefore loses out on the hiring of some highly qualified individuals.

In light of continued fiscal challenges, Superintendent Wihbey and the Board may have to consider significant reductions which will be included in the Superintendent's Recommended Operating Budget Request for FY 2020 and 2021.

Superintendent Wihbey continues to work with school leaders to identify opportunities for merging classes in order to redirect staffing in order to fill critical instructional shortfalls in other schools.

V. Adjourn

The meeting was adjourned at 11:10 AM.

Prepared by: Diane Curtis, Administrative Assistant