



REGULAR MEETING MINUTES

September 5, 2017
Seymour Middle School
7:30 pm

BOARD MEMBERS IN ATTENDANCE:

Yashu Putorti, Chairman
Kristen Harmeling
Jay Hatfield
Peter Kubik
Jen Magri
Ed Strumello
Paulina Karwowski, Student Representative

BOARD MEMBERS ABSENT:

Jim Garofalo
Allison Sobieski
Fred Stanek

OTHERS IN ATTENDANCE:

Michael Wilson, Superintendent of Schools
Vonda Tencza, Associate Superintendent
Rick Belden, Assistant Superintendent-Finance & Operations
Joe Falzone, Director of Operations
Jim Freund, Principal, SHS
Bernadette Hamad, Principal, SMS
Mary Sue Feige, Principal, BS
Dave Olechna, Principal, CLS
Lauren Reid, Assistant Principal, BS
Brandt Schneider, Music Teacher, SHS
Nicole Francisco, 5th Grade Teacher, BS
Kathleen Furino, 1st Grade Teacher, BS
Kelley Garofalo, 4th Grade Teacher, BS
Megan Heinisch, 1st Grade Teacher, BS
Mallory Knutson, 3rd Grade Teacher, BS
Noelle Oberdick, 1st Grade Teacher, BS
Michelle Proto, 1st Grade Teacher, BS
Leslie Sojka, Special Education Teacher, BS
Pat Boyle, Board Clerk

COPY RECEIVED
DATE: 9/12/17
TIME: 3:05pm
TOWN CLERK'S OFFICE

I. CALL TO ORDER

Mr. Putorti called the meeting to order with the Pledge of Allegiance at 7:33 p.m.

II. BOARD AND ADMINISTRATIVE COMMUNICATIONS

A. Recognitions

1. Congratulations and thank you to the members of the Katharine Matthies Foundation Grant Committee for kinesthetic equipment for Bungay School. The grant has been finalized and Seymour will receive funds to purchase kinesthetic equipment. The members of this committee are Dawn Black, Cynthia Botti, Christopher Cummings, Nicole Francisco, Jackie Freddino, Kathleen Furino, Kelley Garofalo, Megan Goletz, Megan Heinisch, Gina Kindt, Mallory Knutson, Angel McAuliffe, Noelle Oberdick, Michelle Proto, Lauren Reid, and Leslie Sojka. Mr. Wilson thanked the committee for taking the time and the work involved applying for this grant. Every member of the committee was awarded a certificate for going above and beyond the call of duty. Mrs. Harmeling wanted to know how much grant money was received and if the equipment was for general education students as well as special education students. Mrs. Reid, Assistant Principal at Bungay, said it was in the amount of \$10,000, to be used in all grades for both regular and special education students

This equipment has been shown to increase student achievement by allowing activities while learning. The Board would like an update on the effectiveness of the equipment at mid-year

- B. Correspondence
None

III. **PUBLIC COMMENT**

None

IV. **CONSENT AGENDA**

A. **Approval of Minutes**

1. Regular BOE Meeting Minutes – August 21, 2017

B. **Financial Management Summary – Ending August 31, 2017**

C. **Acknowledge the receipt of homeschooling notification and render no opinion as to the appropriateness of the planned program**

1. Theodore Daniel Engels

Ms. Heather Engels has informed the Board of Education of her intent to home school her child, Theodore Daniel Engels, for the 2017-2018 school year

2. Samantha Gardecki and Nicole Gardecki

Ms. Kathy Gardecki has informed the Board of Education of her intent to home school her children, Samantha Gardecki and Nicole Gardecki, for the 2017-2018 school year

D. **Staff Hiring – Non Certified**

1. Mordowanec, Stephanie

- Instructional Paraprofessional
- Seymour High School
- Missy Orosz

2. Sullivan, Jacqueline

- Monitor Paraprofessional
- Bungay School
- Kim Farmer

E. **Volunteer Appointment**

1. Conlan, Michael

- Volunteer Assistant Coach
- Football
- Seymour High School

MOTION: (Mrs. Harmeling/sec., Mr. Kubik) move to approve the consent agenda as presented.

SO VOTED

AFFIRMATIVE: Mr. Putorti, Mr. Hatfield, Mrs. Harmeling, Mr. Kubik, Mrs. Magri, Mr. Strumello

V. **ITEMS REMOVED FROM CONSENT AGENDA**

None

VI. **INFORMATION**

A. **Activities and Recognitions**

1. Seymour Middle School
2. Bungay School
3. Chatfield-LoPresti School

B. **Staff Hiring – Appendix E**

1. O'Connor, Paul

- Head Coach, Golf
- Seymour High School
- Replacing Christopher Flowers

VII. REPORTS

A. HS Student Representative Report - Paulina Karwowski, Student Representative

Ms. Karwowski reported that Link Crew orientation for the incoming 9th graders went very well. There is a pizza dinner planned for Friday before the football game. She reminded the Board that there is a football game on Friday as well as Girls' Soccer on Saturday. Mrs. Harmeling commented that she felt Link Crew was phenomenal and thanked them for the program

B. Committee Reports

1. Finance Committee Meeting Minutes – August 21, 2017

C. Board of Education Report

1. Chairman's Comments

None

2. Board Member Comments

Mr. Strumello read an article in the newspaper about Safe Haven Group which offers assault and abuse services for families. They listed local communities and failed to mention Seymour. He spoke to Dr. Boyle who assured him that all of our students and families receive proper services. Mr. Strumello asked if he could follow up with Safe Haven or the newspaper to see why Seymour was excluded. Mr. Putorti told him to go ahead and call. Mr. Hatfield and Mrs. Harmeling wanted to mention how outstanding convocation was this year. Mrs. Harmeling said it was a tremendous morning and Mr. Hatfield was pleased that it encompassed all staff. Mr. Hatfield also requested a website update next meeting

D. Superintendent Report

1. Hiring Report

Mr. Wilson wanted to thank the Board of Education members who attended convocation. He read a few comments that he had received on how enjoyable the convocation was this year. He reported that Mrs. Tencza, Mr. Belden and he toured all of the buildings on August 25 and again later in the week stopping to include the custodians and cafeteria staff. He also toured with Mr. Putorti on opening day to welcome students and staff for the first day of school. Mr. Wilson said to report great things he needs to be in the buildings to see the great things that are going on. He reported to the Board that the only hiring still taking place are for replacements to existing positions or for instructional paraprofessionals hired for new students that require additional support

VIII. ITEMS FOR DISCUSSION

A. Out of State Field Trip

High School Band and Choir – Annual Trip

MOTION: (Mrs. Harmeling/sec., Mr. Hatfield) to approve the request of Mr. Brandt Schneider to take the Seymour High School Band and Choir students on an out of state field trip to New York City, NY on April 12-13, 2018

SO VOTED

AFFIRMATIVE: Mr. Putorti, Mr. Hatfield, Mrs. Harmeling, Mr. Kubik, Mrs. Magri, Mr. Strumello

B. AED Access at Sporting Events

Mr. Hatfield asked where we were in acquiring additional AED units for sporting events. Mr. Wilson stated that Mr. Kearns is in the process of attempting to secure a grant to cover the cost of another unit. Mr. Hatfield wanted to know if we have a contingency plan to cover fall sports. Mr. Wilson said Mr. Kearns does have a plan in place. Mr. Hatfield would like Mr. Kearns to submit a plan to the Board. Mr. Strumello stated we have many off site events at both Bungay and French Park. These areas are also used by the town. He thought a request to businesses for donations would be proper. Mr. Putorti felt we might consider a policy stating all coaches need to be aware of where the AEDs were located at the schools

IX. RECOMMENDED ACTIONS

A. Perkins Supplemental Grant

This competitive grant was not awarded to Seymour

B. Superintendent Goals

Mr. Putorti wanted the Board to be aware that the Superintendent's goals would be set in public session but a review of those goals as well as performance reviews would be conducted in executive session

Goal 1: When we provide a challenging learning environment that motivates all of our students, then each student will achieve his/her maximum individual potential

This goal will be measured by using DRA2, NWEA (MAP), PSAT, and SAT data

Goal 2: When we communicate effectively, all staff and stakeholders will feel informed

This goal will include 4 nightly community meetings, emails, memorandums, District Data Team, and an end of the year parent survey. As well as a District Facebook Page

Goal 3: When we provide and create a rigorous curriculum that aligns and adheres with the Common Core State Standards, our students will achieve and show growth through multiple assessments

The new SPI or CT accountability index will be reviewed and shared as well as the standardized assessments.

Goal 4: When the Board and I collaborate and work together toward our district's success, organizational leadership will be evident to see

This goal is to work with the Board to develop and monitor district policy and administrative regulations related to Organizational Leadership

Goal 5: When we create a strategic plan with a vested group of stakeholders, our district will gain a new mission and direction which benefits all students.

Mr. Wilson will write a strategic plan in order to get more community stakeholders involved in redrafting our District Mission Statement

Mrs. Harmeling would like to change the order of Goal 1 to follow Goal 3 as they are related. Mr. Hatfield asked what Mr. Wilson could show the Board as documentation for Goal 2. Mrs. Magri suggested that he report that in the Superintendent's report every month. Mrs. Harmeling asked if the data from Goal 3 could be broken down by school so as not to mask a problem. Mr. Wilson said he could do that in individual meetings but would rather move the district forward without creating a division between the elementary schools as they are the only two schools that would be compared. A discussion ensued with regard to Goal 4 and whether there was a way to accurately measure whether this goal is being met. Mr. Hatfield said it is difficult to measure this goal as there is no data to measure and this goal is not something that we have necessarily done in the past. Mrs. Harmeling stated that every performance review at this level should have a similar goal and it is evidence based. Mr. Kubik said while there is no specific metric with this goal it should be here. Mr. Strumello felt there should be some way to measure this goal. He asked, how can a senior leader defend himself if there is no data to back him up? Mr. Kubik said you collaborate at the end of the year as a Board and then rate him as a group. Mrs. Magri said outside of educational space, communication is something that is ongoing and constantly dialoging. Did we get the information we needed, in a timely manner? If we aren't we should address it then. If we are doing our job, he is doing his. This is our goal as much as his. Mr. Putorti ended the discussion on Goal 4 with the statement that we should support Mr. Wilson with all of his goals. Goal 5 is a big project but Mr. Wilson feels he can accomplish it in a year. Mrs. Magri gave the reminder that this is not a static plan but ever changing. Mr. Wilson was asked to revise Goal 4 to make it less about the budget and more about collaboration in general and bring it back to the Board next month

X. ITEMS FOR DISCUSSION 2

A. Governor's Budget Cuts Update

The consensus of the Board was not to prioritize the budget until we had a final number from the state. The numbers coming from the state are extremely diverse. They range from \$350,000 to \$8 million. Mrs. Magri asked if the Board could receive weekly updates. Mrs. Harmeling asked if Kurt Miller could include them when updating other Boards in town. Mr. Putorti will talk to Mr. Miller

XI. PUBLIC COMMENT

None

XII. ADJOURNMENT

MOTION: (Mr. Hatfield/sec. Mrs. Harmeling) to adjourn the meeting at 8:55 p.m.

SO VOTED

AFFIRMATIVE: Mr. Putorti, Mr. Hatfield, Mrs. Harmeling, Mr. Kubik, Mrs. Magri, Mr. Strumello

Note: The New Staff Reception is scheduled for Monday, October 2, 2017 at 7:00 pm the next scheduled Regular Board of Education meeting follows at 7:30 pm in Bungay School

"IT'S ALL ABOUT STUDENT LEARNING"

GOALS FOR MICHAEL WILSON 2017-2018

By collectively working with the Board of Education, I feel that the following goals are aligned to benefit all of Seymour schools.

The method which I have chosen to highlight my goals is based upon Theory of Action Statements.

- 1) When we provide a challenging learning environment that motivates all of our students, then each student will achieve his/her maximum individual potential.***

In order to sum up the hard work and focus that all of our schools are already doing, I would say that as a district, we are streamlined into three overarching goals surrounding Numeracy, Literacy, and College and Career Readiness. These goals will be reviewed with the Board as well as with the entire staff. Progress on these goals will be monitored on how well our students perform on a variety of indicators such as DRA2, NWEA (MAP), PSAT, and SAT.

GRADE	SBAC ELA 2017	2018 SBAC GOAL	NWEA ELA 2017	2018 NWEA GOAL	SBAC MATH 2017	2018 SBAC GOAL	NWEA MATH 2017	2018 NWEA GOAL
3	N/A	55	N/A	198	N/A	50	N/A	203
4	59	56	202	208	48	51	201	214
5	66	68	213	217	54	56	217	225
6	60	62	214	218	47	50	223	229
7	50	53	220	223	44	47	227	230
8	48	51	222	224	37	40	229	232
SAT	539	545	N/A	N/A	522	528	N/A	N/A

The creation of a challenging learning environment will be progress monitored through a data review conducted by the Associate Superintendent in conjunction with me as well as through Central Office walkthroughs. The data gleaned will be shared at our monthly Administrative Council meetings as well as with the Board of Education.

2) When we communicate effectively, all staff and stakeholders will feel informed.

Communication will take place using a variety of modalities such as: 4 nightly meetings to be held with community members that center around a variety of topics (such as: a meet and greet, the budget, curriculum, and standardized test scores), emails, memorandums, District Data Team, an end of the year parent survey, and the use of a District Facebook page where we can share all of the great things that are happening within our schools with our parents and community members.

I will also become a visible leader by getting out into the school buildings at least once per week and by attending various community and school sponsored events. This will be evidenced through observation.

3) When we provide and create a rigorous curriculum that aligns and adheres with the Common Core State Standards, our students will achieve and show growth through multiple assessments.

I will evaluate long-range curriculum objectives in order to challenge the academic skills of all students in the District. This process will require interactions with the Associate Superintendent, all building level administrators, and professional development committee to identify the special and unique demands of students at all grade levels. I will direct the evaluation of all resource materials on a regular basis to ensure that all material is appropriate. The results of the NWEA assessments (given three times throughout the year) and SBAC results will be shared at Board of Education meetings.

The new SPI or CT Accountability Index will also be reviewed with both Administrators and with the Board of Education. A new growth indicator is now used to calculate this number. This number is compared to last year's baseline calculation and growth points are now awarded. This will be measure by showing an increase in our SPI rating. The SPI rating is based on the year prior, therefore this year's SPI will serve as my baseline as Superintendent.

4) When the Board and I collaborate and work together toward our district's success, organizational leadership will be evident to see.

I will work collaboratively with the Board to develop and monitor district policy and administrative regulations related to Organizational Leadership. I will ensure that priorities and initiatives are in alignment with a clearly defined and well-articulated vision for the district. I will also work with the Board and the Assistant Superintendent of Finance and Operations to develop and monitor district policy, procedures, and administrative regulations related to District Operations and Financial Management. Together, we will successfully accomplish financial and budgetary priorities including meeting all timelines associated with the annual budget. This will be measured by the amount of communication held with the Board as well as with the Town in terms of the submission of documents (i.e. budget) to the town in a timely manner.

5) When we create a strategic Plan with a vested group of stakeholders, our district will gain a new mission and direction which benefits all students.

Strategic Planning will also take place this year in order to get more community stakeholders involved in redrafting our District Mission Statement. During the course of the 2017-18 School Year, we will invite a group of educational stakeholders to come together as a new committee called the Strategic Planning Committee to create a new Strategic Plan for Seymour that would help us to "operationalize" our ultimate mission/vision. This new strategic plan will be used as a road map (along with other core documents) to move our district forward in making its Mission/Vision a reality for all our children and will be completed and distributed prior to the end of the 2017-2018 school year.