



**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education
DATE MEETING AGENDA POSTED	September 14, 2009
LOCATION	Rocky Hill Town Hall Council Chambers
DATE OF MEETING	September 17, 2009
TIME MEETING STARTED	7:00 p.m.
PERSON PREPARING MEETING MINUTES	Jo-Anne Booth, Recording Secretary
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MEMBERS PRESENT AT MEETING

1. William MacDonald, Chairman	2. Rene (Skip) Rivard, Vice Chairman
3. Nadine Bell	4. Raffaella Calciano-Coler
5. Maria Mennella	6. Frank Morse
7. Charles Wisnioski	8. Also present: Superintendent Dr. Jeffrey Villar
9. Assistant Superintendent Marian Hourigan	10. Finance Director Frank Connolly

NUMBER REQUIRED FOR QUORUM 5 QUORUM PRESENT Yes No

TEXT MOTIONS AND RESULTS VOTES

1st MOTION Passed Failed Tabled

Moved by Nadine Bell, seconded by Raffaella Calciano-Coler to approve the Minutes and Working Notes, as amended, of the July 29, 2009 Personnel & Negotiations Committee meeting, the August 18, 2009 Board of Education special meeting (Minutes only), the August 18, 2009 Facilities Committee meeting, the August 20, 2009 Board of Education Executive Session (Minutes only) and the August 20, 2009 Board of Education meeting. (Charles McMonigle and Catherine Vargas were absent.)

**FAVOR: ALL
MOTION CARRIED**

2nd MOTION Passed Failed Tabled

Moved by Raffaella Calciano-Coler, seconded by Nadine Bell, to accept the Consent Calendar of September 17, 2009. (Charles McMonigle and Catherine Vargas were absent.)
FAVOR: ALL
MOTION CARRIED

3rd MOTION Passed Failed Tabled

Moved by Charles Wisnioski, seconded by Frank Morse, to adjourn the meeting at 8:26 p.m. (Charles McMonigle and Catherine Vargas were absent.)
FAVOR: ALL
MOTION CARRIED

LINK TO WORKING NOTES (will be attached if available)

ACTION

CORRECTION(S) (will be attached if available)

TIME MEETING ADJOURNED: 8:26 p.m.

TIME DELIVERED TO TOWN CLERK: _____.

**TOWN OF ROCKY HILL
BOARD OF EDUCATION
MEETING OF SEPTEMBER 17, 2009**

Members Present: William MacDonald (Chairman)
Rene (Skip) Rivard (Vice Chairman)
Nadine Bell
Raffaella Calciano-Coler
Maria Mennella
Frank Morse
Charles Wisnioski

Also Present: Dr. Jeffrey Villar (Superintendent)
Marian Hourigan (Assistant Superintendent)
Frank Connolly (Finance Director)

Members Absent: Charles McMonigle
Catherine Vargas

A meeting of the Board of Education was held on Thursday, September 17, 2009 in the Council Chambers of the Rocky Hill Town Hall. Chairman William MacDonald called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Moved by Nadine Bell, seconded by Raffaella Calciano-Coler to approve the Minutes and Working Notes, as amended, of the July 29, 2009 Personnel & Negotiations Committee meeting, the August 18, 2009 Board of Education special meeting (Minutes only), the August 18, 2009 Facilities Committee meeting, the August 20, 2009 Board of Education Executive Session (Minutes only) and the August 20, 2009 Board of Education meeting. (Charles McMonigle and Catherine Vargas were absent.)

**FAVOR: ALL
MOTION CARRIED**

CORRESPONDENCE

Superintendent Dr. Villar said there was no correspondence at this time.

AUDIENCE PARTICIPATION

Meeting Open to Public

Chairman MacDonald told the public if anyone wished to speak on any item for them to feel free to come to the podium. Mr. William Pentland, 325 Old Main Street, R.H. said he was present to remind everyone about the Annual Band Show which will be held next Saturday on September 26, 2009 at McVicar Field. The gates will open at 2:30 p.m. and the show will begin at 3:30 p.m. There are seventeen bands from throughout the region who will be attending this event and Central Connecticut State University's Band will be doing the closing. They hope to see everyone there. Mr. Pentland invited all of the alumni to this and he said they will take any volunteers who would like to join them. The volunteers can show up at the gates around 2:30 p.m. or 3:00 p.m.

Chairman MacDonald asked if there was anyone else from the public who wished to speak on any item. There was no one else from the public who wished to speak.

Report of Student Representatives

Christine Pergolizzi and Varun Sachdeva were present from Rocky Hill High School to give a report. Freshmen orientation was held one week before school had started. This was lead by FLAG (Freshmen Leader Advisory Group). More detail was given with regards to this. Another FLAG event is scheduled for tomorrow evening at 6:00 p.m. before the first home football game against Tolland. Each freshman will be given a free ticket to the game as well as a free food ticket so that their involvement in these school activities is encouraged. More of these free tickets will be given out for different events throughout the year to increase more awareness (i.e. first basketball game, etc.). They are trying to make the transition from the middle school to the high school as smooth as possible for the freshmen. The first day of school on August 31, 2009 was very successful and everything went well. There is a new schedule this year. The lunch study that they previously had has been eliminated and a new lunch wave has been added in which is going very well. The Summer Reading Program began this year and Evan Pelletier along with Pooja Shah were involved with the members of the Board of Education to create a new Summer Reading Program. More specifics with regards to this were given. The strong majority of the students at the high school read at least two books. There was a lot of good feedback about this program, especially from the freshmen. Rocky Hill High School has now joined the CCC (Central Connecticut Conference). The teams have done well so far. They are looking forward to a real strong season. Four trips are planned for this year: Italy, Costa Rica, Annual Habitat for Humanity and France. Spirit Week will be coming up in October. The Board of Education will continue to be updated on all of this.

Mr. Wisnioski asked the student representatives to please state their names once again because he didn't hear them and he asked them to please let everyone know who they were representing. Christine Pergolizzi introduced herself again. Varun Sachdeva introduced himself again and he said they were from the Student Council as the Board of Education representatives for the high school.

Report of Students from Griswold Middle School

Lillian Morse and Aasim Shaikh introduced themselves and said they were Student Council members from Griswold Middle School. Griswold Middle School is already very busy this school year with special events, clubs and activities. Homework Club is up and running. This runs Mondays through Thursdays from the end of the school day until the late bus. Open Houses have been planned for all three grades. The sixth grade Open House will be held on September 22, 2009. The seventh grade and eighth grade Open Houses will be held on September 23, 2009. The Open Houses will begin at 6:30 p.m. Fall Sports are underway. The Cross Country Team is coached by Mr. McKinnon and the first meet was today at Sunnycrest Park. Girls Soccer is coached by Ms. Biskupiak and Boys Soccer is coached by Mr. Gilbert. Both of these soccer teams had their first games on Wednesday. Hartford Stage will be visiting Griswold Middle School this week and next week to treat the sixth graders to pre-reading activities related to the book *Number of the Stars* by Lois Lowry. At the end of each week, each student will be given their own copy of this book to read. Griswold Middle School will have its first collaboration day on October 5, 2009. More details were given with regards to this. The annual one book experience will begin on October 22, 2009 and will run until October 29, 2009. Staff and students will be reading *The Breadwinner* by Deborah Ellis this year. The Connecticut Association of Schools (CAS) will be at Griswold Middle School on the October 9, 2009 Professional Day. Dr. Thibodeau will be presented with her award on that day for being the CAS Middle Level Teacher of the Year. The entire staff will enjoy a luncheon in honor of this outstanding achievement. A well deserved thank you was given to Ms. White for doing a great job as Griswold Middle School's interim vice principal. Ms. White will return back to her regular duties on October 1, 2009 as Mr. Maziarz is welcomed as the new vice principal of Griswold Middle School.

1. Consent Calendar

Budget Assumptions for 2010-2011 Budget Preparation

Budget Calendar for preparation of the 2010-2011 Board of Education Budget and CIP

Moved by Raffaella Calciano-Coler, seconded by Nadine Bell, to accept the Consent Calendar of September 17, 2009. (Charles McMonigle and Catherine Vargas were absent.)

**FAVOR: ALL
MOTION CARRIED**

COMMITTEE REPORTS

2. Personnel and Negotiations

No report was given.

3. Policy

No report was given.

4. Finance

Vice Chairman Rivard said the Finance Committee had met on September 8, 2009 in order to review an anticipated timeline for preparation of the Superintendent's 2010-2011 budget and Capital Improvement Plan (CIP). Assumptions for the budget preparation were discussed, modified and approved by this Committee for inclusion on this evening's Consent Calendar. The timeline schedule was discussed and it was explained. The budget workshops and the approval of the CIP have been tentatively scheduled. The Board of Education's adoption of the CIP will be held on December 10, 2009. The Superintendent will present his budget to the Board of Education on January 14, 2010. The first budget workshop will be held on January 21, 2010. The second budget workshop will be held on January 26, 2010. The third budget workshop will be held on January 28, 2010 and it is anticipated that the Board of Education will adopt the budget on February 11, 2010 and present this along with the CIP to the Town Council and the Town Manager on February 15, 2010. The timeline for all of this was adopted this evening on the Consent Calendar.

At the last Finance Committee meeting, the members were advised that the Board of Education has been assessed a potential bill of \$161,000 that is due for the tuitions of students who are enrolled in the Hartford magnet schools. The legislature will be anxiously monitored as it returns to Hartford for a special session which will debate important implementation bills that will provide the precise details about the shape of the various budget proposals and cuts. This is in anticipation that the funds for the tuition reimbursement might become available.

5. Curriculum

No report was given.

6. Professional Development

No report was given.

7. Facilities

Mr. Wisnioski said it would be impossible to give all the details of the August 18, 2009 Facilities Committee meeting. The Working Notes from this meeting can be read on the Board of Education website. At that meeting, Finance Director Connolly presented the five year CIP with the greatest focus being on the current year. There were two areas of

discussion: (1.) Board of Education's CIP for 2009-2010 that is within the town's budget; and (2.) funds that the town maintains for Capital Improvements for schools. The Board of Education moved some numbers up from future years at that meeting and Finance Director Connolly had readjusted this. A motion had been made at that meeting to adopt the 2009-2010 suggested expenditures. There was a Joint Facilities Committee meeting approximately ten days after the Facilities Committee meeting and the same material was reviewed again. The Joint Facilities Committee approved expenditures of funds to remove the wooden lockers at West Hill School and to replace them with metal ones. This was under the direction of the Fire Marshal addressing some safety issues. This process is moving forward. Finance Director Connolly had obtained a bid and he was going to solidify this through the state bid list. The Board of Education also had identified some other issues that had higher priority (i.e. security at West Hill School for the secretaries' area). This is a very complicated source of funds and the Board of Education has taken action. They are asking the Town Council to adopt the entire 2009-2010 budget allocation and the Town Council is considering that. A lot is happening and work is being done. There are two separate funds. The funds in the town budget will be subject to future determinations by the Town Council and the Town Manager as to whether or not these will be expended. Another source of money that exists is not constrained by this. These funds are being allocated presently and will be expended perhaps in the near term for the West Hill School lockers and the security for the secretaries.

An item that had been discussed at the Facilities Committee addressed floors and bleachers at Rocky Hill High School as well as at West Hill School. Additional investigating was going to be done along with seeking of some bids. It looks like there are funds. They will have approval soon from the Government Operations Committee so that the high school bleachers can be repaired and replaced in the main athletic facility. This may also happen at West Hill School.

Mr. Wisnioski told everyone that he thinks they really need to look at the Working Notes for the last Facilities Committee meeting and the last Joint Facilities Committee meeting. The Joint Facilities Committee meeting is on a DVD and it was televised. Finance Director Connolly was extremely helpful in getting bids and working with Mr. Rich Cooke (Director of Facilities for the Town of Rocky Hill). Mr. Wisnioski said that funds exist and there appear to be "green lights" for everything they would like to have done but government moves cautiously. Hopefully by the end of this academic year, most of the items will be completed and the rest will be scheduled to be done either during Christmas time vacation or at the end of the academic year when exams begin and before summertime activities begin in the schools.

Chairman MacDonald told Mr. Wisnioski that he thought he gave a good summary because the meetings were very complicated and detailed. A lot of the information is on the Board of Education's website, the town's website and there are videotapes also. He told people they can also contact Superintendent Dr. Villar at any time for any more details.

8. Technology

No report was given.

9. Transportation/Accommodations

No report was given.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

10. Introduction of New Certified Staff

Superintendent Dr. Villar asked Assistant Superintendent Hourigan to have the honors for this. Assistant Superintendent Hourigan said there are five new faculty members for them to welcome to Rocky Hill. Three of these faculty members were present this evening.

Assistant Superintendent Hourigan introduced Ms. Sandra Buonannata who is the new World Language teacher at Griswold Middle School. She is an alumna of this school system and a Rocky Hill Native. She graduated from Central Connecticut State University with a degree in Spanish and a minor in psychology. She began working at Griswold Middle School as a long term substitute.

Assistant Superintendent Hourigan introduced Ms. Carri Goncalves who is a World Language teacher at Rocky Hill High School. She has been teaching for twenty years in middle schools and high schools and she has worked in a variety of districts during her career. She is a published author and she wrote a book on substitute lesson plans. She is married and has two teenagers.

Assistant Superintendent Hourigan introduced Ms. Jennifer Nagle who is a Special Education teacher at Stevens School. She had been a middle school teacher for a learning center program in West Hartford. She is currently pursuing a Master's Degree in autism spectrum disorders at Elm College. She will be eligible at the completion of this program to take a test to become a Board Certified Behavior Analyst.

Assistant Superintendent Hourigan said the other two faculty members were not able to be present. These are Ms. Kelly Walsh who is a social studies teacher at Rocky Hill High School and Ms. Diane Bayron who is the new nurse at Griswold Middle School. Assistant Superintendent Hourigan welcomed these two faculty members.

11. Legislative Update

Superintendent Dr. Villar told the Board of Education members that there was a much longer report on the legislative update in their packets that was prepared by the Board of Education's Attorneys. Superintendent Dr. Villar said he would give a brief summary this evening with regards to the legislative update.

The district will have to implement an environmentally preferable program for maintenance and cleaning of school buildings and facilities beginning in 2011. Superintendent Dr. Villar said they will work with the town's Facilities Department to do this. The Board of Education must provide the school staff with a written description of the school district's green cleaning program beginning October 1, 2010 and annually afterwards.

The schools are mandated to hold a fire drill within the first thirty days of school and once per month thereafter. There is also a requirement for them to have up to three crisis or lockdown drills annually. There won't be much of a change with regards to this for this district because it has been conducting these for quite some time now.

As part of the Strategic School Profile, truancy data is required to be submitted annually to the Commissioner of Education now.

Each school is required to have an automatic external defibrillator (AED) beginning on July 1, 2010. These have been purchased for all of the schools. Training for these along with CPR training will be organized.

The Fire Marshal will be required to submit a copy annually of his written report of an inspection of school buildings directly to the Board of Education beginning on October 1, 2009.

The Commissioner of Education is no longer able to grant waivers for the employment of substitute teachers who haven't completed a bachelor's degree and this began on July 1, 2009.

Superintendent Dr. Villar said this is the core of the new legislation that impacts education. Chairman MacDonald asked the members of the Board of Education if they had any comments or questions. No one had any.

12. Special Education Update

Superintendent Dr. Villar asked Dr. Cathryn Riggs to present the Special Education update to the Board of Education. Dr. Riggs said her purpose this evening was to bring everyone up to date on Special Education progress in the district since last spring. Special Education is almost a year round event. These children ended their regular school year on June 25, 2009 and returned on July 6, 2009 for their extended school year.

Most of these children spent a month but some remained through August 15, 2009 and then returned on August 31, 2009 for their regular school year. She was very grateful to the many staff members who worked such a large portion of their summer vacation.

A total of sixty-five students participated in the extended school year (ESY) program this past summer. The growing number of students eligible for these services reflects the shift in the Special Education population. Dr. Riggs explained which students are eligible to participate in this. She said there was a shortfall of the funds that had been allocated for the summer programs but she was able to make this up by using some of the grant funds that had been allocated for this school year. Forty-eight children from pre-school through those entering Grade Six attended the in-district ESY program at Stevens School. There were thirty-eight students who had attended this the summer of 2008. She explained more about this program.

A new summer program had been started at the middle school level last summer for children on the autism spectrum. This was designed to help these children transition to the middle school. She gave more specifics about this and said it was a very successful program. She expects that this program will be continued.

Eleven students continued in their out-of-district placements during the summer. This district had its collaboration with the Rocky Hill Parks and Recreation Department for the second year. That department sponsored some of the Special Education students at the Summerscape Day Camp. The Board of Education provided a teacher and a paraprofessional to accompany these students.

The total costs for ESY were approximately \$40,950 in salaries that were mainly for the related services providers. This had cost \$33,000 last year. There was the cost of the stipend for the ESY Coordinator in addition to this, as well as monies for a job coach in the community, the cost of transportation and minimal tuition for the Griswold Middle School program.

The new school year for 2009-2010 was begun with approximately two hundred and eighty Special Education students. This represents a prevalence rate of approximately 10.5% and this is where they just about were exactly about one year ago but this is a constantly moving target. Over the summer months, all of the schools have experienced changes in numbers and in student population of Special Education students. Rocky Hill High School has three new Special Education students to date. Griswold Middle School has two new Special Education students and West Hill School has one new Special Education student. Stevens School has eight new Special Education students. There are sixty-two professional staff members this year in the Special Education and Pupil Services Department. She mentioned who this includes. A Speech and Language Pathologist has been added for ten hours per week for Stevens School. ARRA (American Recovery and Reinvestment Act) funds will be used to pay for this. The hours of the certified teachers at Pathways have been expanded by using a combination of IDEA money and ARRA funds. A certified Occupational Therapy Assistant has been added for

one day a week by using IDEA funds. They will be able to really move forward in their assistive technology by having this position.

Dr. Riggs said they have contracted with CREC to provide them with consultants for autism (1 ½ days per week), behavior management (1 ½ days per month) and a Transition Coordinator (1 day per week). These are all funded through a combination of IDEA funding and local funding. They are on solid grounds in all of these areas and are poised to move forward.

They are continuing to struggle with space issues, especially at Stevens School. She explained where these Special Education teachers, etc. are housed at this school. The Pathways program may need to be relocated. Dr. Riggs has been in touch with their liaison from the Connecticut Student Loan Foundation and has been promised that they will let her know if there is any news on this.

Dr. Riggs spoke about the out-of-district placements. They had twenty-four students who were in full time out-of-district placements two years ago. There were three Special Education students who were in magnet schools. Special Education service expenses are paid for these students. There had been nineteen students in out-of-district placements last fall and there are sixteen this year. There are three Special Education students at the magnet schools. Conscious efforts have been made to return students to this district. She mentioned a meeting she had attended this morning and she said the State of Connecticut announced a 5% target for districts in out-of-district placements. The state averages approximately 7% percent. Rocky Hill is at 5.7%. This reduction in out-of-district placements is the result of a lot of hard work. This reflects this town's Special Education Department's belief that children should be educated alongside their siblings and neighbors whenever possible.

Dr. Riggs said she was in the process of analyzing CMT data for Special Education students. It is difficult, if not impossible, to do it this year because the scores for the students who are taking the new modified assessment system have not been reported to them by the state and they haven't been scored other than as invalid scores. It looks like these will never be reported on the four levels that the regular CMT is reported but maybe they will be next year. It is not known what percentage of Special Education students who took the modified assessment system met the proficiency requirement.

Dr. Riggs told the members of the Board of Education that she had reviewed the scores for all of the Special Education students who took the regular CMT. The Special Education students who took the standard CMT showed a steady increase in their proficiency in reading from 29% in Grade Three up to 83% in Grade Eight and this was even though in some cases the scores didn't meet the proficiency requirements of NCLB (No Child Left Behind). Special Education student test takers showed proficiencies in math of 90% and 91.7% in Grade Five and Grade Eight. Rocky Hill Special Education students historically scored better than the state average for all of the Special Education students on CMTs. The Special Education students in Rocky Hill scored above the state

average for Special Education students in all categories except for Grade Three reading and Grade Seven math this year. These are two areas that are already being looked at very closely.

On CAPT, the Special Education students scored 77% proficiency or better in math compared to 42.7% for statewide Special Education students. They scored 75% proficiency in reading compared to 49% for Special Education students statewide.

The Pupil Services Special Education Department has new priorities for 2009-2010. A Department action plan will be created that will mirror the district in school improvement plans as well as including specific items on the state performance plan for which Special Education is monitored. They will be working on strengthening their IEP (Individualized Education Program) development and raising the student achievement as measured by district and state testing. They will be working hand in hand with their colleagues in general education to implement SRBI (Scientific Research Based Interventions) and comply with the new learning disabilities identification guidelines. All of the IEPs will be monitored for time with non-disabled peers in order to make sure that they continue to comply with state standards in this area. Transition planning will be worked on because the \$60,000 Connect-Ability grant ends in December. They are also going to be looking at improving their behavior support to all children by linking with the PBIS system that has been implemented districtwide at the elementary level.

Dr. Riggs said they have a lot of work to do but in her department they feel that they are a leader in providing quality Special Education to children. Dr. Riggs asked the Board of Education members if they had any questions for her.

Mr. Morse said he went to the Open House at West Hill School. He asked if PBIS could be explained. Superintendent Dr. Villar said PBIS stands for Positive Behavior Intervention Support Systems. There is a wonderful website for this at www.pbis.org and that gives a lot of information.. He explained briefly what PBIS is.

Vice Chairman Rivard congratulated Dr. Riggs on her success and her current stress towards new goals. Vice Chairman Rivard referred to Dr. Riggs' comment about the private offices of Special Education teachers at Stevens School. Vice Chairman Rivard said the Board of Education is well aware of this and he said this is something they should always look at. He asked Dr. Riggs if she could please explain a little more about the private offices and she did. Vice Chairman Rivard asked Dr. Riggs in her opinion if these offices would have proper ventilation if the doors to them could be closed for privacy. Dr. Riggs said she would not shut the door if she was in there working with a child and she gave one reason why she wouldn't.

Mr. Wisnioski said Stevens School has had an absence of non-classroom space for twenty years. An air quality test had been done several years ago and it was determined that the air was "sort of" okay in that building. The exchange of air in that building is done by opening an outside window. He said Vice Chairman Rivard was trying to point out that

most closets don't have windows. Mr. Wisnioski said with the non-approval of the referendum that conditions exist in all of the buildings that are far below a standard of thirty years ago, never mind today. People come to Rocky Hill from different communities. They believe that this district has a very loyal, dedicated, professional and hardworking staff in all areas but Rocky Hill has in some ways not done its job as a community. This will come down to having to make a decision as to whether they have teaching areas for students who are easily distracted or whether they get ballfields that have sprinklers. The town has invested in artificial fields and a dock, etc. at a time when people thought they would get to the schools eventually. The economy was unable to respond when they did get to the schools. He said maybe the federal government will come up with some sort of mechanism that will help them and the taxpayers of Rocky Hill have a higher standard of building quality than they have now. There will have to be some decisions in the absence of this and sooner or later, someone is going to force them to do this. He referred to when he reported earlier in this meeting about the facilities and how they are taking the approach that there is not going to be a referendum. Funds have been set aside and he told Superintendent Dr. Villar that he may want to look at some of the issues there. Mr. Wisnioski said the most needy students receive help to the extent that it is hot, etc. and he told everyone that perhaps they aren't using their resources as well as they could. It is an election year and he told everyone that perhaps they can ask the candidates what they are going to do about all of this. This goes for the Town Council and not just the Board of Education. The candidates are going to tell everyone how much they did for them but Mr. Wisnioski said they haven't done enough.

13. Assistant Superintendent Report

Assistant Superintendent Hourigan said she was going to briefly review the significant aspects this evening of the results of the 2008-2009 Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Test (CAPT). The CMT was administered to all students in Grade Three through Grade Eight in March 2008. The CAPT was administered to tenth graders. She told the members of the Board of Education that they previously had received a notebook with an executive summary and graphs that depict the students' test results in a variety of comparisons (i.e. DRG (District Reference Group), etc.). Assistant Superintendent Hourigan explained what DRG is. She told the members of the audience that there were additional copies of the notebook for them if they were interested.

Assistant Superintendent Hourigan passed out to the Board of Education members a list of the towns that are in Rocky Hill's DRG as well as a graph of the CMT scores with the DRG, state and Rocky Hill's results combined all on one page.

Assistant Superintendent Hourigan said her presentation this evening is the first step in a two part process. The data will be examined this evening and they will be identifying the areas that they will be focusing on in their school and district improvement plan. In the near future, the district's improvement plan will be shared and each school's

improvement plan will be shared at a Board of Education meeting. These plans are currently being developed by using this data.

Assistant Superintendent Hourigan referred to the CAPT data. The students took the third generation of the CAPT test. This had been released in 2007 initially. She referred everyone to Section 1 and Page 1 in their notebooks. Students have performed about the state level as well as above the 79% proficiency standard in reading and the 82% proficiency standard in math. These are the targets that are set for AYP (Adequate Yearly Progress) under the No Child Left Behind legislation. For the 2010-2011 school year, these targets are going to move to 90%. For the current CAPT results, Rocky Hill is already above the 90% target. In the 2013-2014 school year, the targets will move to 100% of students being proficient in reading and math.

Assistant Superintendent Hourigan referred everyone to Section 2 and asked them to briefly scan Pages 1 through 4. This is the historical data for CAPT since the third generation was administered. She then referred to the Executive Summary in the results notebook and went over what this district's plans are.

Assistant Superintendent Hourigan focused everyone's attention on the CMT results. This district's scores increased in reading and in math in all grade levels from Grade Three through Grade Eight. These were the highest scores for Rocky Hill that have been recorded since 2006.

Assistant Superintendent Hourigan told everyone to look at the four page handout that she had just given to them that has the graph. This district's scores are higher than the state's in all areas. This district's percentage of growth was also higher than the state's growth in most areas. This district also scored higher than the DRG in almost all areas and it performed in the top half of the DRG in most areas. This district was in the top quarter with regards to middle school reading. Seventh grade writing was first in the DRG this year and seventh grade reading was second. She referred to the NCLB legislation and AYP. Griswold Middle School did not make AYP in math and in reading for the second year for the subgroup of students who have disabilities. This school is officially designated as being in need of improvement now. This school will be addressing this area in their school improvement plan. She told the Board of Education members that this will be presented to them at an upcoming meeting.

Assistant Superintendent Hourigan referred to Section 5 in the notebook. This is the section that has a comparison between West Hill School, Stevens School and the state. Stevens School did make growth in Grade Three and Grade Four in reading, writing and in math but there is a performance gap that still exists between these two schools. In Grade Five, Stevens School decreased in science and in writing. West Hill performed with 94.6% of the students at proficiency in science but the district average in Grade Five still decreased in science.

Assistant Superintendent Hourigan referred to Section 6 and she said the information in this is of particular note. This is the historical information on Rocky Hill's schools. She asked the members to look at Page 6.1 through Page 6.9 and they would see that Stevens School has been making growth in many areas over the last few years. She then referred everyone to Page 6.10 through Page 6.18 which is the information for West Hill School. West Hill School has also been making growth every year. Stevens School is progressing and West Hill School has made substantial growth over a longer period. The number of students who are performing at basic or below basic has decreased at both schools while the number of students performing at goal and advanced level has increased. She said it should be noted when addressed the performance gap between the two schools that Stevens School has had frequent staffing changes and leadership changes over the last four years as compared to West Hill School. At Stevens School, there were also two teachers who were new to Grade Five last year as well as a long term substitute in two classes. She then went over the plans that have been made to address this issue.

Assistant Superintendent Hourigan referred to Section 7 of the notebook. She said they had looked at vertical scale scores. These were developed for the first time last year and they allow them to look at the same group of students over time. She referred to the line graphs on Page 7.1 through Page 7.6 and how these illustrate the gains that Rocky Hill students are making. Rocky Hill is outpacing the state in growth and in achievement.

Assistant Superintendent Hourigan said the test results do not include the scores of the students with disabilities who took the pilot (modified assessment system) this year as Dr. Riggs had mentioned earlier this evening. Next year, the scores from this are expected to be included in the results.

Assistant Superintendent Hourigan asked the Board of Education members if they had any questions. Mr. Morse thinks they are showing growth in all of the schools but he thinks they should be striving towards goal instead of proficiency. He asked Assistant Superintendent Hourigan if she can describe the difference between the two of these. Assistant Superintendent Hourigan said both goal and proficiency were included in the notebook but Rocky Hill is aiming towards goal. Proficiency had been targeted with the graphs because they were going to talk about No Child Left Behind. When the state reports the results for the CMT, they report them in terms of goal which is a higher standard than proficiency. The federal legislation looks at the proficiency level. This is what Rocky Hill is judged on when AYP is looked at. She told Mr. Morse that she agrees with him 100% and she said they are looking to improve at goal.

Mr. Wisnioski said they had quite a few exchanges of e-mail this summer discussing the mastery tests and he confirmed that these are required in every state. Assistant Superintendent Hourigan said every state has a test that they are using for NCLB. The CMT had been formulated long before NCLB. Mr. Wisnioski said at the end of the e-mail exchanges that he didn't think he understood anything more and he told Assistant Superintendent Hourigan that was not her fault. He referred to the presentation that they just had and he said it is very complex. He told the public they should know that each

subject matter in each grade has a different standard. Proficiency might be 42% of the questions answered correctly if this can be expressed in percentages. He asked Assistant Superintendent Hourigan if he was correct. Assistant Superintendent Hourigan said she wouldn't venture to guess about the percentages but she told Mr. Wisnioski that he was correct with regards to what he was saying. Assistant Superintendent Hourigan said when she had contacted the State Department of Education this summer, it was communicated to her that the proficiency standards on the different grade levels and on every one of the tests would be different. Mr. Wisnioski said the data tells them something and they want to know absolutely how they are doing. He thinks they are doing well subject to some qualifications. He didn't think the state was the best standard to compare this district to because he said they would expect that they would do better than the state as a whole. He referred to the DRG and he said Rocky Hill is in Group D which includes Berlin and that is a good comparison town. He assumes the information about the DRG will be on the Board of Education's website. He said it is believed that the DRG is a more important reference group for this and the socioeconomic characterization is somewhat similar. He believed that the other reference group is the vertical scale scores. He said this is incomprehensible in some ways. He cautioned everyone in picking a number in this and saying they did or didn't do well. He thinks their focus should be if they have identified what they want to teach. They should question how well they are teaching this and what they can learn from the numbers. Management issues can be addressed easier than addressing twenty-eight hundred families and how they prepare their children to come to school. There is only much that they can get out of the numbers.

Mr. Wisnioski referred to the second part of this that Assistant Superintendent Hourigan had mentioned. Assistant Superintendent Hourigan said the school and district improvement plans will be presented at upcoming Board of Education meetings so they will be able to see how each school is addressing their specific needs.

Chairman MacDonald said the CAPT scores seemed flat when he looked at them. This is only over a three year period and he asked if there was any way to get additional data over a five or seven year horizon. This would also go for the CMT. It is really hard for him to see where they are directionally when he only has such a small snapshot. Assistant Superintendent Hourigan said this can be done but her only caution is that they will be comparing different generations of the test. She doesn't know how accurate the comparison will be. Chairman MacDonald said that is fine. He thinks they will be accurate because he told Assistant Superintendent Hourigan that he was also going to ask her to do this for the historical data for the state, the DRG and for Rocky Hill. Assistant Superintendent Hourigan told Chairman MacDonald that she can get this for him.

Chairman MacDonald referred to the comparison that was done, especially for the CMT and he asked Assistant Superintendent Hourigan if they have the opportunity to look at the DRG by subgroup category. Assistant Superintendent Hourigan said they have to have a special code to go into their own district to get their subgroup information. She said it might be very difficult to get the information for the subgroups from the twenty-

three towns. Chairman MacDonald asked Assistant Superintendent Hourigan to look at the West Hartford Board of Education website because they do this and he found this to be very interesting data. He thinks some of this ties also to what Dr. Riggs had said earlier with regards to some of the changes that might have to be done within Special Education. Chairman MacDonald told Assistant Superintendent Hourigan that this is not something they need right away. Chairman MacDonald said they don't know what they don't know. He encouraged the administration to look at the high school. He explained more.

14. Director of Finance & Operation's Report

Finance Director Connolly said he was going to discuss items that support the education system and the logistics of support for this. He referred to the bus and he said opening week of school went fine. They had spent several weeks redesigning all of the bus routes this summer. The Board of Education had authorized a new bus and this has had a significant impact. There are still some delays at a few of the schools. They have been watching the buses when they pull in at the schools. Their arrival is being timed at the school as well as their departure from the previous school. He and Superintendent Dr. Villar have had discussions and they are looking at the school day issues themselves. The times during the first two weeks of school have improved daily. The new bus has made a difference and they are ahead of the curve as to where they were last year. The addition of a single bus impacts the whole system and not just a single school. They are looking at changes with regards to how the buses are lined up. They have picked up a minute here and a minute there. There are still delays at some of the schools and they are taking a look at that.

Finance Director Connolly referred to the CIP. He spent several hours today at the high school with a representative from CRCOG (Capital Region Council of Governments), a representative from a construction firm and Mr. Cooke. There is a new process by which Boards of Education and towns can piggyback through CRCOG on construction activities. Finance Director Connolly explained more about this. The bleachers and the gymnasium floor at the high school were looked at. The bathrooms were also looked at and measured. They then went to West Hill School and looked at the lockers as well as the floor over there. They can shorten the timeframe and several projects can get done by piggybacking through the CRCOG process.

Finance Director Connolly said several radios have been ordered for all of the schools. Formal training for the staff for these will be held next week with Officer Drew O'Connor from the Rocky Hill Police Department. These radios will provide them with arrangements for intraschool and interschool as well as school to the Police Department, etc. These will supplement the radios that already were in the district. There is also a radio for Central Office.

Finance Director Connolly said the amount of copiers in the schools has been doubled. There was some confusion the first week of school due to the August heat wave which

had a dramatic effect on the paper. The new vendor for the copiers is providing training to all of the staff whenever it is asked for.

Finance Director Connolly said Superintendent Dr. Villar had mentioned the requirements for defibrillators. Finance Director Connolly showed one to everyone. Cabinets have been bought for the three schools that did not have these. A training disc goes with the defibrillators. With regards to how to use this kind of a system, it is self-explanatory. They are looking at CPR training because that would go along with these defibrillators. There will be defibrillators in all of the schools and these will be installed tomorrow or the first part of next week.

Chairman MacDonald asked the Board of Education members if they had any questions. Mr. Wisnioski asked how people will know where these are located in the schools. Finance Director Connolly said these will be placed in highly visible locations in the schools and these locations will be determined by the principals. The defibrillators will be placed in big white cabinets. The boxes the defibrillators are in have alarms on them. Authorized personnel will have override keys for them. Mr. Wisnioski said he had been in the Town Hall when someone had gone into cardiac arrest. They didn't know that there was a defibrillator somewhere in the Town Hall. He said there has to be some sort of duty to tell every single staff member every month where it is or they have to have some kind of a sign. There had been an issue this summer when the custodians had taken an action that had caused some difficulty to the academic staff. They had turned off the power which caused the computers to be turned off. There has to be better communication. Having a defibrillator is part of the battle and the other part is to make sure that everyone knows where it is. The buildings are not school buildings but they are community buildings and they are in use maybe eighteen hours per day and three hundred and sixty days per year.

Finance Director Connolly told Mr. Wisnioski that he raised an excellent point. Finance Director Connolly said they had offered free CPR training to anyone who wanted it previously when he was involved in setting this up. The custodians had CPR training and the nurses already had it. He made a note to make sure this is publicized more in order to make sure that people know where the defibrillators are.

Mrs. Mennella said she works for the judicial branch and all of the courthouses have defibrillators. These are all posted on the walls next to the exits.

Mrs. Calciano-Coler said defibrillators have been in use for awhile. There is a law called Public Access Defibrillation. Defibrillators have to be available to the public. They can't be locked or hidden. There are certain requirements for nurses and the schools with regards to people being CPR trained. Coaches also have to be CPR trained. The age for someone who is more at cardiac risk is higher than the students' ages. She referred to people who are in the building at night and for special events, etc. as well as athletes. These people are more at a higher risk than most other people. She also wanted everyone to know that the first AED for the schools was due to the hard work of Ms. Diane Gavin.

She got an AED into the school system on her own. Mrs. Calciano-Coler said she has another hat with Hartford Hospital and the Emergency Medical Services Education. She and Ms. Gavin put the program together. If it wasn't for Ms. Gavin, there wouldn't have been an AED even at Griswold Middle School five to seven years ago.

Chairman MacDonald referred to Mr. Wisnioski talking about the location of the defibrillators. Chairman MacDonald said there are several coaches who seldom go into the buildings. Hundreds if not thousands of children, parents and coaches are outside of the buildings. Mrs. Calciano-Coler spoke about some local facilities and she said these will have a sign on their front door that states they are an AED protected facility. This sign will also state the location of the AED.

Mrs. Bell said she was under the impression that the batteries for the AED have somewhat of a limited life. Mrs. Calciano-Coler said each AED is different and each manufacturer has to be looked at. A lot of them have a shelf life of one hundred shocks or five years, whichever comes first. Each device goes through a self test that is done on a daily basis. This will alert people if the battery is not in working order. Mrs. Bell wanted to make sure they had some type of maintenance checkoff. Mrs. Calciano-Coler said part of the legislation includes that there is a maintenance program. Someone is responsible for having a daily log of self checks.

Chairman MacDonald asked Finance Director Connolly for the next Board of Education meeting if he can confirm there is this daily check that is going on for the maintenance. Finance Director Connolly said several excellent points have been made. He will report back on this. He spent approximately two hours working on this and reading the instructions. The AED went through the check. He explained a little more about this.

Mr. Morse told Finance Director Connolly that he has heard from several parents and the buses seem very crowded. Mr. Morse asked Finance Director Connolly if he has seen this and if there is any way to avoid this without interrupting the routes. Finance Director Connolly said they had reports about one of the buses being very crowded and they will take a look at this. This had just come up this week.

15. Superintendent's Report

Superintendent Dr. Villar said as a leader, he thinks it is very important to surround himself with people of the highest caliber. There had been a showcase this evening. He said Dr. Riggs is doing a wonderful job with Special Education. Assistant Superintendent Hourigan did a good job with the CMT presentation and Finance Director Connolly does a good job in the business office. Superintendent Dr. Villar thanked all of them and he said they make his job a lot easier.

Superintendent Dr. Villar said things went well the first week of school. They are now in a full phase of Open Houses. He and Assistant Superintendent Hourigan had tried to be at West Hill School and at Stevens School last night. There were Open Houses the prior

night as well. Parking was at a premium. It was a very positive experience at these Open Houses. Open House is coming up at Griswold Middle School on September 22, 2009 and September 23, 2009. Open House at Rocky Hill High School will be held on September 24, 2009. All of these will start at 6:30 p.m. Superintendent Dr. Villar said he and Assistant Superintendent Hourigan are trying to split themselves so that they can go to these and meet some people.

Superintendent Dr. Villar said they are watching enrollment this year and they are working up to October 1st for their official census report to the State Department of Education. It appears that their enrollment is slightly lower than what their projections were for the first few weeks of school. He will keep monitoring this. He mentioned that there are a larger number of students who are attending the magnet schools.

Superintendent Dr. Villar said Mr. Fred Ames (Technology Coordinator) was very busy this summer. Two hundred and twenty-five new computers had been installed. There are fifty new laptop computers that are online. Thirty-two copiers have been networked and connected to computers and that required a great deal of technical assistance for their installation. There are plans to have additional laptop units installed in the elementary schools because an online assessment system has been implemented.

Superintendent Dr. Villar said they have undertaken a lot of work for the language arts curriculum. Assistant Superintendent Hourigan and Mrs. Darlene Brown (Language Arts Coordinator) have worked with the staff endlessly over the summer in order to prepare for the significant change in this program. The data that is coming back from this is the teachers are quite happy with the resources that are at hand. This has been a very good initiative so far and he thinks it will help them to be much more productive at the end of the day.

Superintendent Dr. Villar said they are also underway with SRBI. He explained more about this and said this is a significant change. This is a more protracted and longer approach but he thinks this is a more meaningful approach from an instructional standpoint.

Superintendent Dr. Villar said the district improvement plans will be brought forth at a future Board of Education meeting. This will mark a significant change in how they have planned for improvement. He gave more detail about this. A theory of action behind what they are doing is to implement this well, make sure that it has been implemented well and then they need to look for the academic achievement that should come with this. This is an accountability system for everyone.

Mr. Morse understood that three computers are assigned for the virtual learning at Rocky Hill High School. He asked if a report can be given at the next Board of Education meeting as to what class the students are taking and how this is going. Superintendent Dr. Villar said they will prepare a report for the next Board of Education meeting.

16. Board Chair's Report

Chairman MacDonald said he would like to have a discussion at the next Board of Education meeting and even move ahead on establishing an Ad Hoc Committee. This Committee would look at examining the bringing back of the school facilities under the control of the Board of Education. He thinks they need to look at the logistical, financial and operational process of this. He told the Board of Education members to let him know between this evening and the next Board of Education meeting if any of them want to participate on this. Mr. Morse said he will volunteer for this.

Chairman MacDonald said he was bringing this up because under Connecticut General Statutes, the Board of Education has the responsibility for the operation, care and maintenance of the buildings, apparatus, lands as well as other properties that are used for school purposes. He thinks part of this process will help them to get a better understanding of how they got to where they are today. He told the Board of Education members that virtually all of them had questions about this so he thought this would be a good use of the ability of an Ad Hoc Committee to look at this.

Mr. Wisnioski said he was on the Board of Education fifteen years when the control of the school buildings by the Board of Education custodians changed. He would look at the minutes with regards to this. This was always subject to the fact that if it didn't work out then perhaps there was a way they would go back. He thinks there has been enough evidence that it is very difficult to run a school system where the Superintendent of Schools and the principals don't have immediate control over the use of the space, etc. The pursuit of this investigation doesn't mean to say that things haven't been done totally to satisfaction because some things have. There is a great amount of interconnection between curriculum, the buildings and managing of the schools that requires better coordination. By going back to the system they had, this may help them to be able to do this. He mentioned to them that if they are going to replace Finance Director Connolly then they should consider that the job description may include this work. Mr. Wisnioski said this is well worth pursuing and the schools will be bigger and brighter, etc. if they are under the Board of Education's control.

Chairman MacDonald said Finance Director Connolly isn't leaving until June 2010.

Moved by Charles Wisnioski, seconded by Frank Morse, to adjourn the meeting at 8:26 p.m. (Charles McMonigle and Catherine Vargas were absent.)

**FAVOR: ALL
MOTION CARRIED**

Respectfully submitted,

Jo-Anne Booth

Accepted by: _____ Date: _____