

DRAFT

February 24, 2010

The Brooklyn Board of Education held its regular monthly meeting on February 24, 2010 in the Middle School library. In attendance were: Mrs. Lyons, Mrs. Johnson, Ms. Gerardi-Voccio, Mrs. Downs, Mrs. Trivella and Mr. McNally (@7.25 p.m.). Also present were: Mrs. Muscente, Mr. Dionne, Mr. Otto (@ 7:25 p.m.), Mr. Yanku, Mrs. Sweet, Mr. Caruso and Mrs. Berry. In the audience were: Mrs. Hardell representing the BEA, Mrs. Menunos, and Mr. Sanderson, the reporter for the Villager.

1. The meeting was called to order by Mrs. Lyons at 7:10 p.m.

2. Public Comments/Comments by Representatives of:

- a. BEA - no report
- b. Local 1303- AFSCME - no report
- c. PTO - no report

3. Minutes of Board Meeting:

MOTION: (Downs/Johnson) to approve the minutes of the January 24, 2010 meeting with the change in the policy number on page seven as requested by Mrs. Downs.

VOTE: Unanimous

4. Correspondence:

Included in Board packets were:

- a. Killingly High School - minutes of the Board of Education regular meetings on January 13 ,2010 and February 3, 2010 and the special meeting on January 23, 2010.
- b. Woodstock Academy minutes of the Board of Trustees meeting on January 20, 2010 and the agenda for February 23, 2010.

5. Consent Agenda:

- a. Payment of Bills - a list of bills dated February 24, 2010 was presented at the Board meeting.
- b. Extracurricular - no report
- c. Use of Facilities - no report
- d. Bus Driver approval - no report
- e. Library Books - no report

MOTION: (Downs/Trivella) to approve the consent agenda.

VOTE: Unanimous

6. Administrative Reports:

a. Middle School Principal

Mr. Yanku's report included comments on the following topics:

High School Choice and Eighth Grade News

Representatives from Woodstock met with eighth graders for a preliminary review of the Academy's program of studies for scheduling purposes for the 2010-2011 school year.

Students received news regarding their acceptance to Ellis Tech (11 students) and/or the Killingly Vo-Ag Programs (7 students).

Math Count Program

Our Math Counts team traveled to the Coast Guard Academy on Saturday, February 6th. Our team placed 12th out of fifty-three teams and one of our 8th grade students earned a spot at the state competition to be held at the University of Connecticut. I want to congratulate our students, Mrs. Hawes (team advisor), and Mr. Dykstra (our parent volunteer/advisor) for their hard work and success.

National Junior Honor Society

The National Junior Honor Society, in conjunction with the Red Cross, sponsored its annual Blood Drive which was very successful. The Brooklyn community donated forty-two pints of blood during the four and one half hour event. Mrs. Hatzberger and Mrs. Dehls, along with our students, did an outstanding job in organizing, promoting and working at the blood drive.

Our work and focus was on Scientific Research-based Interventions (SRBI) during the February 17th staff development day.

We conducted our Lions Club/Honors Assembly on Friday, February 19th.

The mid-quarter marking period closes on Friday, February 26th. Progress reports for the third quarter will be issued Friday, March 5th.

b. Elementary School Principal

Mr. Caruso's report included comments on the following topics:

SRBI Update

The MyRTI data system is up and running. Teachers have now begun entering our Fall and Mid-year Benchmark Assessments for DIBELS and Everyday Math. In addition, our October DRP assessments for grades 2-4, and as needed DRA assessments for at-risk students, are also being entered.

6. Administrative Reports (continued):

b. Elementary School Principal (continued)

SRBI Update (continued)

This data entry will allow us to begin tracking and monitoring our students' progress and will allow us to determine the effectiveness of various instructional and intervention strategies.

Houghton Mifflin Harcourt Workshop

On February 17th our Staff Development Day was devoted to training in the use of the Houghton Mifflin Harcourt Storytown Language Arts program. We focused specifically around the concepts of differentiation and intervention. The HMH Storytown program constitutes our core Language Arts instructional program and is used in Kindergarten through grade 4.

This was the second full day this year devoted to training on the use of this program and was conducted at no cost to the district. (The first training was held on the October 13th Staff Development Day)

Language Arts Curriculum

Over the last two years, under Dr. Keefe's leadership, she and the staff reviewed and revised the BES Language Arts curriculum to insure alignment with the CT Language Arts Curriculum Standards. That curriculum document is complete and has been disseminated to BES staff. A copy has also been provided to Dr. Berry and Ms. Gerardi-Voccio, chair of the Curriculum Committee.

Support the Troops Project

Earlier this winter the Brooklyn Schools collected and sent a large quantity of supplies to American personnel serving in Iraq. Recently, SFC David Zannini, on behalf of his entire unit, upon his return from Iraq, presented both schools with a plaque of appreciation and a flag that flew over their base. Thanks go out to Kerry Corvello for coordinating this project and to all our families for their generous contributions. And of course, our thanks go out to all our service personnel for their dedication, efforts, and sacrifices on behalf of our country.

6. Administrative Reports (continued):

c. Assistant Principal

Mrs. Sweet's report included comments on the ERR Program and Winter sports:

ERR Report - January 8, 2010 – February 8, 2010 - (Time Period #5)

	Minor Infraction 1	Major Infraction 2	Academic, etc. 3	# Students 4
Grade 5	26	0	11	19
Grade 6	13	4	8	11
Grade 7	15	3	14	7
Grade 8	17	7	39	12
Totals	71	14	72	49

- 1 Recess, Lunch, One Class Period +/-
- 2 Full Day ERR
- 3 Make-up Work, Injury, Late to CMTs, etc.
- 4 Only student referred for Categories 1 and 2

The above table shows the fourth, 20 day period of ERR this year. Forty-nine students have been referred to the program for behavioral issues during this time period. Special Education students have not been separately noted in the above data. The table below shows year-to-date data.

Year-To-Date

	Minor Infraction 1	Major Infraction 2	Academic, etc. 3	# Students 4
8/31/09 – 9/28/09	16	3	31	16
9/29/09 – 10/28/09	37	9	56	27
10/29/09-11/30/09	41	8	52	35
12/1/09- 1/7/10	54	6	37	31
1/8/10 – 2/8/10	71	14	72	49

Winter Sports

Girls' Basketball - The girls finished third in their league. Their divisional record was 4 wins and 7 losses and their overall record was 5 wins and 11 losses. They lost in the semi-finals. Coach Lohbusch said this team was a very enjoyable team to coach.

Boys' Basketball - The boys made it to the tournament finals eventually losing to Canterbury. They finished second in the league with a divisional record of 6 wins and 6 losses. Their overall record was 9 wins and 8 losses. Coach Conroy did a great job this season. Both he and the boys had a good season.

Cheerleading - The cheerleaders cheered at all home games. They competed in one competition this year where they placed fifth. Coach Caron was pleased with how well the girls worked together and the progress they made throughout the season.

6. Administrative Reports (continued):

c. Assistant Principal (continued)

Mrs. Sweet, as Chair of the Indoor Air Quality Committee, commented on the recent staff survey on indoor air quality and the walk-through planned for February 27, 2010 which is required by law.

Mrs. Sweet also commented on the CMT Testing Program scheduled to begin on Monday, March 1st and she briefly reviewed the activities which have been held to prepare for the CMT - i.e. practice tests; modified assessment for certain students and the use of the computer for the reading test and the involvement of all staff in test administration.

d. Director of Student Services

Mrs. Muscente commented on the special education enrollment in various programs. The total number of students presently participating in special education programs and services has increased to 158 with 12 students in out-of-district placement, which includes students receiving special education services at our designated high schools.

SPECIAL EDUCATION ENROLLMENT FEBRUARY (18) 2010

BES		BMS		KHS		WA		OUTPLACEMENT	
JAN.-10	FEB.-10	JAN.-10	FEB.-10	JAN.-10	FEB.-10	JAN.-10	FEB.-10	JAN.-10	FEB.-10
GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.	GR./NO.
PK 13	PK 15	5 16	5 16	9 2	9 2	9 10©©	9 10©©	PK 0	PK 0
K 7	K 7	6 15	6 16	10 2	10 2	10 2	10 2	K 0	K 0
1 8	1 8	7 7	7 7	11 0	11 0	11 2©	11 2©	1 0	1 0
2 10	2 10	8 17	8 19	12 1	12 1	12 5©©	12 5©©	2 1	2 0
3 13	3 13							3 1	3 1
4 11	4 11							4 0	4 0
								5 1	5 1
								6 2	6 1
								7 1	7 1
								8 2	8 0
								9 1	9 1
								10 3(1HT)	10 3(1HT)
								11 3*	11 3*
								12 0	12 0
								Ungraded 1	Ungraded 1
								Total: 16	Total: 12
Total: 62	Total: 64	Total: 55	Total: 58	Total: 5	Total: 5	Total: 19	Total: 19	Grand Total: 158 (February)	

Mrs. Muscente also commented on the administration of the CMTs for all students in grades 3 to 8.

She also reported on the CPR training for P-K and K teachers which is required by NAEYC for continuing accreditation.

6. Administrative Reports (continued):

d. Superintendent's Report

Special Education Alternative Learning Program

Mrs. Berry presented a report on this program and commented on the students' progress to date; the behavior of the students and their good self control; and the possibility of time in the regular class program if they continue to exhibit acceptable performance in all areas as monitored by the behavior/motivation checklist program. Noting that transition into the regular class program would be allowed only if a student maintains exemplary behavior for twenty continuous days, Mrs. Berry stated that integration into the regular program would involve a student attending a class with a 1:1 paraprofessional for supervision and support.

Mrs. Downs stated that this program is a major change in the middle school building and it is wrong not to notify all parents of the students returning to the Brooklyn School from out-of-district placements.

Mr. McNally stated that "we need to trust the teachers and the administration" to implement and supervise this program.

Mrs. Downs stated that it is a new program and although she is in favor of developing the program, all parents should have been notified.

Ms. Gerardi-Voccio stated that any questions concerning this program need to be referred to the administration and any letter to all parents might be interpreted as a warning.

Mrs. Downs stated that it is important to be transparent with parents about what is happening at school.

After-School Reading Program

Fifth and sixth grade students participated in a three day per week after-school reading enrichment program from the first week of January through the last week of February. Sessions ran from 2:45 until 4:15 each Tuesday, Wednesday and Thursday. Two sessions were missed due to a snow day and an early dismissal. The program was designed to meet the individual academic needs of fifth and sixth grade students who had demonstrated that they would benefit from additional reading instruction beyond the regular school day. Students were selected based on three separate criteria - teacher recommendation, current or past qualification for special education services, or inclusion in one of two subgroups considered to be at risk for achievement on the Connecticut Mastery Test. Students who met any one of the criteria were considered for inclusion.

6. Administrative Reports (continued):

d. Superintendent's Report (continued)

After-School Reading Program (continued)

Forty-two students were invited to participate. Thirty-seven students were able to attend although three students transferred to other schools during the time the program was running. Attendance fluctuated between 70% and 100% each session, with two-thirds of the sessions at 90% attendance or above. Students were provided with a snack and transportation home.

The program was designed to provide small group and individualized instruction beyond what could be provided during the school day. Specific reading strategies and basic skills were targeted for individual students and student groups were formed based on needs. Mrs. Davidson, Mrs. Desabota, Mrs. Green, Mrs. Loughlin and Mrs. Wimmer provided small group instruction. Ms. Waldron and Mrs. Stellitano provided additional one-to-one instruction two days per week.

Student response has been very positive, for the most part. Students, parents and involved teachers will be asked to complete a questionnaire asking for feedback about the program. Staff members have discussed organizing a similar program for next year, beginning earlier in the year and including several sessions over the course of the year so that more students could be included.

Parents, students, teachers, cafeteria and transportation staff, as well as the administration, worked to make this program a success. It has been a wonderful experience for all involved.

Other Reports/Articles included in Board Packets:

- Math Counts Program on February 8, 2010
- Family Educational Rights and Privacy Act
- Online Writing Program - grade six
- Cafeteria Report for December, 2009 and January, 2010
- Enrollment Report for February, 2010

7. Public Comments:

Mrs. Menounos raised a number of questions; specifically:

- Do you inform parents of information that is obtained as a result of the data collection in the DIBLES Program and the CMT scores?
 - The response from administrators included comments on the communication with parents; if there is a problem and the teacher is concerned then parents are contacted; discussion of the CMT results and the DIBLES program in the parent/teacher conferences is another way of informing parents; and the mailing of the CMT results to the student's parents keeps parents informed.

7. Public Comments (continued)

- Is the bullying program provided in all grades?
 - The response to this question included comments on the Second Step Program which is part of the curriculum in both the elementary and middle school health programs.
- What is the math program at the elementary?
 - Mr. Caruso commented on the Everyday Math Program and stated that it is a program used nation-wide and one of the best math programs at the elementary level.

8. Committee Reports:

- a. **Budget** - Discussion of Draft I of the proposed 2010-2011 budget was deferred until later in the evening under Section 9 - Old Business.
- b. **Policy** - Mrs. Downs presented the report from the last two meetings of the Policy Committee. The minutes of these meetings are recorded below:

Brooklyn Board of Education - Policy Committee - February 11, 2010

Meeting called to order at 3:15 p.m.

Attending: Louise Berry, Valerie Downs, Joan Trivella

The following policies were addressed or completed today. If a policy includes multiple extensions, all were addressed.

1312; 4000; 6141; 4152; 4252; 3542 (revision suggestions submitted to healthy schools committee) 4118; 4218; 5141; 5145

The following policies will be reviewed at the next meeting. If a policy includes multiple extensions, all will be addressed.

5145; 5111; 3542; 5121; 5125; 5141

There were several areas to be reviewed for addition to a newly formatted handbook. They include 1) the public complaint process; 2) internet usage; 3) school meal program; 4) nutrition other than the school meal program.

The committee members will each take half of the policies to prepare red line copies that will be presented to the BOE at the February meeting.

The next meeting will be held in the special education conference room on February 18, at 2:30 p.m.

Meeting adjourned at 6:10 p.m.

8. Committee Reports (continued):

b. Policy (continued):

Brooklyn Board of Education - Policy Committee - February 18, 2010

Meeting called to order at 2:30 p.m. (break from 3:00-4:15 for negotiations)

Attending: Louise Berry, Valerie Downs, Joan Trivella

The following policies were addressed or completed today. If a policy includes multiple extensions, all were addressed.

5111; 512; 5125; 5141; 3542.33; 3542.34; 5151.4; 5125 and appendix

The following policies will be tabled until the next review cycle. If a policy includes multiple extensions, all will be addressed.

5145l; 5111; 5121; 5125; 5141

Policies will be keyed in during the next week and will be provided to the full Board at the February meeting. The next meeting was not scheduled.

Meeting adjourned at 5:15 p.m.

In addition, Mrs. Downs distributed revised policies (#1212; 1312; 3524.2; 4000; 4118.11; 4218.11; 4152.6; 5145.4; 6114.1 and 6141.321) for review by members of the Board of Education.

- c. Staff Services** - Mrs. Lyons reported that the next meeting with the representatives of Local 1303 for negotiations on a new contract is scheduled for March 1st. She also noted that a meeting for contract negotiations with the school nurses has been scheduled for April 6th.
- d. Educational Planning** - Ms. Gerardi-Voccio presented the following report of the Curriculum Committee:

Curriculum Committee - February 8, 2010 - 3:45p.m. BMS Library

Call to Order- Present: Jo Ann Gerardi-Voccio, Denise Nault, Tom Caruso, Diane Wimmer, Trish Dehls and Dr. Berry. **Absent:** Sheila Johnson, Al Yanku, Glen Lessig, Marla Rufo-Pelligrino and Peggy Muscente..

Acceptance of last month's minutes- motion made by Denise Nault, 2nd by Tom Caruso. Question was raised as to posting timeframes of minutes.

Technology Committee Updates - no updates

EASTCONN Minutes - questions - no updates

8. **Committee Reports (continued):**
d. **Educational Planning (continued):**

Curriculum Committee - February 8, 2010 - 3:45p.m. BMS Library (continued)

Children First/School Readiness- Minutes presented by Mrs. Voccio of recent committee meetings. The committee is reapplying for a grant from the Graustein Memorial Fund that has been decreasing in its funding over the last 8 years. There is a need for increased public interest and support of programming.

Children First/School Readiness Meeting Minutes January 11, 2010

Present: Dawn McDonough, Ken Dykstra, Mary Broderick, Heather Larrabee

Christmas Caroling - We had a wonderful time and a phenomenal turnout! The residents at Creamery Brook really enjoyed the performance. What a great community activity! Plans are already in the works for next year.

Community Conversation - Feb 3, Wednesday, QVCC at 6:00 pm, We need to spread the word and get a few more people to come. Free childcare! Chicken or Fish dinner. Dynamic conversation about Brooklyn. What could be better! Could everyone try to recruit at least 5 people each. We will also try to invite people through other groups like the Republican Committee, the Democratic Committee, the Mom's Club, BOE, Senior Center, PTO, and TVCCA.

Elementary Math Night - Mr. Caruso has approved a math night in the spring. A committee and planning should start soon

Other Business - We need to review our **action plan** and determine if we have not met any of our commitments. One that comes to mind is working at the state level. We will propose to Austin Tanner a "town meeting" in which we could invite legislature to discuss budgets and how the state budget affects the town budget. If we do this before the town budget process begins, it will get more townspeople involved with a better understanding of the process.

Curriculum Committee - February 8, 2010 - 3:45p.m. BMS Library (continued)

Indicators of Excellence Sheet - This issue needs to go to BOE for further discussion. Discussion of possible changes to elementary school structure. Discussion of extended day reading program in place at BMS. It was reported to be well received by students. There is an increase in high interest reading. BES is allowing students to bring home books from the library.

Policy Description Regarding Curriculum Committee- Board policy offers direction for Curriculum Committee. The State Department of Education has recently issued a policy statement in support of heterogeneous grouping of students.

Edline Feedback from Staff from 12/21/09- no updates

Adjournment- 4:55 p.m. Next Meeting is March 8, 2010 @ 3:45 BMS Library
Recorded by Trish Dehls - Respectfully Submitted By: Jo Ann Gerardi-Voccio - Chair

8. Committee Reports (continued):

d. Educational Planning (continued):

Ms. Gerardi-Voccio also requested that the Board of Education approve the following topics for review and assessment by the Curriculum Committee:

1. Indicators of Excellence
2. Grouping Practices at the Middle School - Heterogeneous versus Homogeneous

MOTION: (Downs/McNally) to request the Curriculum Committee to review these topics and report back to the Board of Education on recommendations for Board action.

VOTE: Unanimous

e. Information - Mrs. Trivella reported on recent articles in the local paper; specifically the Online Writing Program in grade six and commented on the coverage provided by the Norwich Bulletin of the After School Reading Enrichment Program which will be appearing in the Bulletin in the next few days.

f. High School Relations - The minutes of the Killingly Board of Education meetings on January 13, 2010, January 23, 2010 and February 3, 2010 were included in Board packets. The minutes of the January 20, 2010 meeting (including a report of the policy committee) of the Woodstock Academy Board of Trustees were also included in Board packets.

Mrs. Lyons commented on the financial problems projected by Headmaster Kim Caron for the next school year as a result of a decrease in school enrollment for 2010-2011. She also indicated that the Woodstock Academy tuition for 2010-2011 is projected to increase by 2.5% to 3%.

Other issues in Mrs. Lyons' report included the sewer project at the academy and math progress reports on student who took Algebra I in grade eight.

g. Recreation - Mrs. Downs presented a report (included below) on the last meeting of the Recreation Commission:

Recreation Commission Meeting Report - February 8, 2010

Meeting minutes approved as presented after discussion of adding comments made at last meeting that were not represented in the minutes.

Programs - The program brochure is out:

- o Self-Defense Course - only 5 signed up but need 10. Some mentioned that the 18 year age cut off may have hurt it. Will look into that.
- o Trips selling well. Sox tickets sale will begin at end of month.
- o Summer camp registration coming up - plan to put up tables at several venues
- o Other ideas for new programs - for empty nesters, boys not interest in sports, photography, toddler programs.

8. Committee Reports (continued):

g. Recreation (continued)

Recreation Commission Meeting Report - February 8, 2010 (continued)

Riverside Park - Austin Tanner attended to discuss the Park with the commission.

The larger grant, \$200,000, is quite specific and calls for two ball fields and will need to be adjusted if other plans are proposed. The \$74,000 grant is very general and can be used for items the other grant will not cover. The survey job is out to bid right now, and they hope to begin the work in the spring and have it completed in the fall. They (Tom Rukstella) are installing a gate to protect the canoe and conservation areas from motorized vehicles.

Budget 2010-2011 - The commission discussed the first draft of the budget - it reflects a 5% decrease (\$9,616.00) from 2009-2010. The administrative staff of summer camp did receive small raises. To achieve the decrease, they cut a staffer from the before and after school program, reduced OT, and reduced line items for vehicle maintenance fuel and equipment maintenance and repair.

They need the school's custodial rate as soon as the contract is set. I told them that we'd have nothing to share until after negotiations and they won't even restart until March 1st due to the union attorney's schedule.

Austin was quite disappointed in the budget because he had asked for where cuts would be made if he needed a decrease of 10-15%. He said that this 5% decrease doesn't show any additional areas that additional cuts could be made. Kim Conroy pointed out the budget comes to the BOF, not the selectman.

They feel that park maintenance can't be cut because they expect to add a new park to the responsibilities with the completion of Riverside Park.

They discussed that cutting programs is not really a good option. This will not realize the cuts one would expect because programs bring in money, so cutting one would also cut the income received from it.

Other Business - none

Public Time - Tom Rukstella wanted to discuss the information in the minutes about Randy and Bucky being called on their vacations. He disputed a number of the jobs that he should have done but did not during their vacations. He said that he is always happy to help out if needed, but that Randy wanted to come in to work for the OT.

Austin was not pleased because he felt that the minutes contained false statements. He indicated that these types of issues aren't really commission issues but should be handled between him and Bucky.

8. Committee Reports (continued):

g. Recreation (continued)

Recreation Commission Meeting Report - February 8, 2010 (continued)

Eric Costa indicated that there is a problem with having clear guidelines as to the responsibilities, policies and procedures in such situations. They will be put in writing to avoid future misunderstandings.

Austin added that he is trying to get the different departments to combine work to reduce expenses, but it isn't successful as of yet. He said that he called Dr. Berry to suggest that members of the highway department could do some of the work at the school and she thought it was a good idea. He said that then the BOE could save the cost of a janitor, and she said no that they're all too busy.

The next meeting is scheduled for March 8th.

Adjourned - sometime after 9:15 p.m.

9. Old Business:

Proposed Budget 2010-2011

Mrs. Berry reviewed Draft I of the proposed budget and presented Board members with a list of programs and positions for discussion of reductions in the budget and/or elimination of positions.

Following review of the issue of potential budget cuts, and request for additional information concerning a number of accounts, the Budget Committee scheduled a meeting on March 2, 2010 to discuss Draft I of the proposed budget and the potential of reductions in the next year's budget.

10. New Business: none

11. Other: none

12. Public Comments:

Mrs. Menounos asked a number of questions on the proposed budget, including the source of the projected cut (request from the first selectman) and the availability of the report on budget cuts, and stated that "if the Board of Education wants public support, it must alert members of the community early."

13. Adjournment:

MOTION: (Gerardi-Voccio/Trivella to adjourn at 11:30 p.m.

VOTE: Unanimous

Respectfully Submitted:

Mrs. Valerie Downs, Secretary