

DRAFT

December 16, 2009

The Brooklyn Board of Education held its regular monthly meeting on December 16, 2009 in the Middle School library. In attendance were: Mrs. Lyons, Mrs. Johnson, Ms. Gerardi-Voccio, Mrs. Downs, Mrs. Trivella (7:30 p.m.) and Mr. McNally. Also present were: Mrs. Muscente, Mr. Dionne, Mr. Yanku, Mr. Caruso, Mrs. Sweet and Mrs. Berry.

1. The meeting was called to order by Mrs. Lyons at 7:18 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 Meetings:

MOTION: (Gerardi-Voccio/Johnson) to approve the minutes of the November 18 2009 meeting.

VOTE: Mrs. Lyons, Mrs. Downs,
Mrs. Johnson, Mr. McNally,
Ms. Gerardi-Voccio

MOTION: (Downs/Johnson) to approve the minutes of the December 3, 2009 meeting.

VOTE: Mrs. Lyons, Mrs. Downs,
Mrs. Johnson, Mr. McNally,
Ms. Gerardi-Voccio

4. Correspondence:

Included in Board packets were:

- a. Request for Building Use by the YMCA - A letter from the YMCA requesting use of the facilities was presented. Following discussion of the request, the following action was taken:

MOTION: (Downs/Johnson) to deny use of the facilities at this time because the space requested is in use by other local groups.

VOTE: Mrs. Lyons, Mrs. Downs,
Mrs. Johnson, Mr. McNally,
Ms. Gerardi-Voccio

4. Correspondence (continued):

- b. A letter from the Connecticut Department of Health and Emergency Management and Homeland Security on the HINI Flu Situation was included in Board packets.
- c. Minutes of Killingly Board of Education meeting on November 4, 2009.
- d. A letter from Region 11 requesting consideration of that school as a designated high school for Brooklyn was presented to the Board. Following discussion, Board members agreed to maintain the present secondary school designations of Killingly High School and Woodstock Academy. Under Brooklyn's Freedom of Choice policy, any high school student may attend the public school of his/her choice but transportation is provided to designated high schools only.

MOTION: (Johnson/Downs) to continue the present Freedom of Choice policy for high school enrollment.

VOTE: Mrs. Lyons, Mrs. Downs,
Mrs. Johnson, Mr. McNally,
Ms. Gerardi-Voccio

5. Consent Agenda:

- a. Payment of Bills - a list of bills dated December 16, 2009 was distributed.
- b. Extracurricular - no report
- c. Use of Facilities - no report
- d. Bus Driver Approval - no report
- e. Library Books - no report

MOTION: (Gerardi-Voccio/Johnson) to approve the consent agenda.

VOTE: Mrs. Lyons, Mrs. Downs,
Mrs. Johnson, Mr. McNally,
Ms. Gerardi-Voccio

6. Administrative Reports:

a. Middle School Principal

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

Parent-Teacher Conferences were held on Wednesday and Thursday, November 18th and 19th.

Representatives from the Killingly Vo-Ag program met with our students on Thursday, November 23rd.

6. Administrative Reports (continued):

a. Middle School Principal (continued)

Mrs. Wimmer's class continued their work on the Dark Skies project by attending the Minds in Motion workshop at UCONN's Alumni Hall on Friday, December 4th. Our students interacted with students from three towns and participated in an online workshop with a teacher from Romania and a class from Colorado. The workshop was a hands-on minds-on interactive activity exploring how light reacts with lenses using a laser - this activity was the precursor to making telescopes. There was a follow-up writing activity.

Our math teachers participated in a very meaningful training with math consultants from the publishers of our math textbooks. The fifth grade teachers trained as a small group on Tuesday, December 1st. On Tuesday, December 8th, our sixth, seventh and eighth grade teachers received training. Teachers had the opportunity to receive one-on-one training and came together at the end of the day for a small group session. Both trainings extended past 4:00 p.m.

Three student athlete representatives, accompanied by Mr. Chenail, participated in a Sportsmanship Workshop in Plainfield on December 8th. The event was sponsored by the QVJC.

Training continues to take place with SMART Boards and other technology initiatives.

The sixth grade teachers participated in another MyAccess Writing workshop on Monday, December 14th.

The Band Concert was held last evening, Tuesday, December 15th and the Choral Concert is tonight, Wednesday, December 16th.

Our Honors/Lions Club Awards Assembly is scheduled for Thursday, December 17th.

Second quarter Progress Reports will be sent home on Friday, December 18th.

b. Elementary Principal

Mr. Caruso's report included the following issues:

SRBI Update - The BES/BMS Committee met recently to share information and coordinate efforts with this initiative.

The BES SRBI Committee is continuing to meet to discuss drafting a proposal for piloting a student intervention Team and revising our CST paperwork.

My Responses To Intervention (MyRTI) training for all staff scheduled for December 1st was postponed until January.

6. Administrative Reports (continued):

b. Elementary Principal (continued)

Technology Workshops - We have begun our after-school technology workshops. Each workshop will consist of three sessions and will take place from 3:30 to 5:30 during December and January. One workshop is dedicated to SMART Board training and the other will be dedicated to Discovery Streaming.

Playground Update - The new Playscape area opened on Wednesday, November 25th to the delight of all of our students. Thank you and job well done to the PTO and everyone who brought this project to completion.

Book Fair - Our Fall Book Fair has been concluded and as usual was a great success. Thank you and job well done to Mrs. Therrien, Mrs. Gorky and all the volunteers who help out.

Holiday Store - Thank you to our PTO for sponsoring this year's Holiday Store. Students were able to visit the store during the week of December 7 - 11.

B.E.S. Technology Professional Development - Brooklyn Elementary staff will once again have the opportunity to earn technology Continuing Education Units by participating in after-school professional development workshops. Four of these workshops are part of RFS Grant award to Brooklyn.

c. Assistant Principal

Mrs. Sweet's report included the following reports:

ERR Report - October 29, 2009 - November 30, 2009 (Time Period #3)

Grade	Minor Infraction 1	Major Infraction 2	Academic, etc. 3	# Students 4
5	9	5	19	10
6	7	0	7	7
7	12	1	16	5
8	13	2	10	13
Totals	41	8	52	35

- 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 third, 20 day period of ERR this year. Thirty-five 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
831/09-9/28/09	16	3	31	16
9/29/09-10/28/09	37	9	56	27
10/29/09-11/30/09	41	8	52	35

6. Administrative Reports (continued):
c. Assistant Principal (continued)

Winter Sports

Girls' Basketball - The girls' record at this point is 1 win and 3 losses. The girls are practicing very hard and Coach Lohbusch expects the girls to improve throughout the season. The season begins with 5 crossover games versus the other division. These games do not directly affect standings and playoffs. Our division games begin on December 22nd against Pomfret at home.

Boys' Basketball - The boys' record is 0 wins and 4 losses. They are also playing their first 5 games against the larger division teams. Their first league game is an away game against Pomfret on December 22nd. Coach Conroy is very organized and states the boys are practicing diligently.

Cheerleading - The cheerleaders have been practicing very hard and have cheered at all home games. Mrs. Caron said this year's squad is working as a cohesive group and she expects to have a great season.

d. Director of Student Services

Mrs. Muscente commented on the special education enrollment and the changes in enrollment in the various programs during the past few weeks. The total number of students presently participating in special education programs and services is 157 with 14 students in out-of-district placements.

SPECIAL EDUCATION ENROLLMENT DECEMBER (11) 2009

BES		BMS		KHS		WA		OUTPLACEMENT	
NOV.-09 GR./NO.	DEC.-09 GR./NO.	NOV.-09 GR./NO.	DEC.-09 GR./NO.	NOV.-09 GR./NO.	DEC.-09 GR./NO.	NOV.-09 GR./NO.	DEC.-09 GR./NO.	NOV.-09 GR./NO.	DEC.-09 GR./NO.
PK 14	PK 16	5 16	5 16	9 2	9 2	9 10©©	9 10©©	PK 0	PK 0
K 7	K 7	6 15	6 15	10 3	10 2	10 2	10 2	K 0	K 0
1 8	1 8	7 7	7 7	11 1	11 0	11 1©	11 2©	1 0	1 0
2 9	2 9	8 18	8 17	12 2	12 1	12 5©©	12 5©©	2 1	2 1
3 12	3 13							3 0	3 0
4 11	4 11							4 0	4 0
								5 1	5 1
								6 2	6 2
								7 1	7 1
								8 2	8 2
								9 0	9 1
								10 3	10 3
								11 3*	11 2
								12 0	12 0
								Ungraded 1	Ungraded 1
								Total: 14	Total: 14
Total: 61	Total: 64	Total: 56	Total: 55	Total: 8	Total: 5	Total: 18	Total: 19	Grand Total: 157 (December)	

6. Administrative Reports (continued):

d. Superintendent's Report

The following reports/issues were included in Board packets and Mrs. Berry commented on a number of them:

Special Education Alternative Education Center - Included in Board packets was the following description of a special education program developed to bring students presently in out-of-district programs back to the Brooklyn Middle School:

BROOKLYN ALTERNATIVE LEARNING CENTER

1. Self-contained special class program located in the Brooklyn Middle School.
2. An enrollment of 4-6 students with all but one of the students presently in an out-of-district placement.
3. Program operates on a separate schedule from the middle school and students do not take classes, breaks or lunch with other Brooklyn students until they have earned the right to participate (e.g. lunch, physical education).
4. Classroom program will be designed to provide students with a high degree of behavioral support and structure through a point and level behavior management system.
5. Five period day in a small class setting with an academic curriculum consistent with the seventh grade program (adapted to needs of students), within a 8:30a.m.-2:00p.m. school day.
6. Separate bus transportation will be provided for this program.
7. Staff will include: one teacher with special education certification; para-professional with B.S. in science and experience with special needs students at private and public schools; one-two hours/day of social worker's time purchased from a local agency.
8. Program will be supported through ARRA funds from the federal government.

Union Contract Negotiations - Mrs. Berry requested available dates from Board of Education members for contract negotiations with Local 1303.

After School Reading Program - Mrs. Berry commented on the need for an after-school reading enrichment program and recommended the use of federal stimulus money to provide such a program at the middle school.

6. Administrative Reports (continued):

d. Superintendent's Report (continued)

After School Reading Program (continued) - In reviewing the purpose of this program, Mrs. Berry indicated that:

- the goal is improve reading skills by providing help to those students who are struggling with some of the reading skills that are necessary for success in middle school subjects, as well as to help prepare for the more difficult reading program in future years;
- the classes will be small with individualized instruction in those areas where students are having difficulty. Attendance at the program will be voluntary, but we are urging parents to encourage their children to participate. We believe this involvement in an intensive program in reading skills will be of benefit to all who attend;
- the program will be provided by teachers who are experienced in reading and twenty-one sessions will be offered with classes scheduled from 2:45 p.m. to 4:15 p.m.; and
- bus transportation will be provided for all students.

Glacial Electric of New England, Inc. - Mrs. Berry reported on the contract with Glacial Electric to provide the generation services of electricity to the Brooklyn School with CL&P continuing to provide the distribution/delivery of services. She noted that the decision was made in order to reduce the cost of electricity and the transfer would occur within sixty days with the opportunity to continue on a month to month basis.

Board of Education Retreat - The Connecticut Association of Boards of Education staff are available to provide information on the duties and responsibilities of Board members and are willing to attend a retreat in Brooklyn for this purpose. Board of Education members need to determine a date for this retreat.

ECS and State Fiscal Stabilization Funds - With information from the State Department of Education on the two separate SFSF strands - Education State Grants and Government Services Funds - Mrs. Berry reported that she had contacted the town and school's auditor for advice and there are no changes for the school to make in its budget process.

Also included in the Superintendent's report were: the cafeteria report for November, 2009; the fiscal report as of December, 2009; and the enrollment report for December, 2009.

7. **Public Comments** - none

8. **Committee Reports:**

- a. **Budget** - The status of the budget was discussed earlier this evening (see reference to budget in the Superintendent's report).
- b. **Staff Services** - The union negotiations for contract renewal must be scheduled. No other contract nor issues were discussed.
- c. **Education Planning - Curriculum** - Ms. Gerardi-Voccio commented on the last meeting of the Curriculum Committee and submitted the following minutes of the November 16th meeting:

Curriculum Committee Meeting Minutes - November 16, 2009

In Attendance: J. Gerardi-Voccio, D. Nault, M. Rufo-Pellegrino, A. Yanku, S. Loughlin, G. Lessig, T. Caruso, T. Dehls, D. Wimmer

Recorders: D. Wimmer and T. Dehls

I. Call to Order: The meeting was called to order at 3:50 p.m. by Mrs. Voccio.

II. Acceptance of last month's minutes: A motion was made by G. Lessig (seconded by A. Yanku) to accept the minutes of October 16. Motion carried.

III. Discussion of Reading program and updated curriculum: T. Caruso reported that the elementary school has the Houghton Mifflin Harcourt, Storytown program in grades K through 4. The series has been bimplemented in stages as follows:

- last year it was introduced in K and 1;
- grades 2 and 3 had the series starting this year; and
- grade 4 received the series in the middle of October, 2009.

Mr. Caruso also stated that they are still waiting for some reading materials and he is looking into the status of the materials.

Mr. Yanku also noted now that the need the elementary materials are addressed, we need to consider literacy resources for the middle school. Additionally, we need to align our curriculum with resources to maintain continuity with the Elementary program... Good vertical alignment with curriculum and resources.

The middle school is using Atlas Rubicon to work on curriculum. Since the PD days are full, we have used faculty meetings to work on Atlas Rubicon. The middle school staff needs time to work on this.

The middle school is also looking at working at curriculum on a revolving basis.

J. Gerardi-Voccio brought up the idea of using Edline to inform parents about school-work, homework and projects. G. Lessig will look up the cost of this.

Curriculum Committee Meeting Minutes - November 16, 2009 (continued)

- IV. Discussion of Math program and updated curriculum:** The middle school math curriculum committee is meeting and hopes to have a math curriculum done in a year. They will use the State Model curriculum.

S. Loughlin reported on the math series. The middle school has new textbooks. The 6-8 grades have one series. The 5th grade has a different series that will flow into the upper grades. Texts published for the most part are PreK-5, K to 6 or PreK-6. The middle school texts are published for the most part as either 6-8 or 7-8. After extensive work, we selected a series of texts that would dovetail with each other, considering available materials and alignment with the Connecticut curriculum. The transition between grades 5 and 6 could be a sticking point because we are going from an elementary series to a middle school series. Prior to purchasing the textbooks, a point-by-point alignment with the state curriculum was done. Both series have a teacher and student technology component.

There will be some professional development with the book representatives to explore the technology component and the differentiation of intervention materials.

T. Caruso spoke about Everyday Math, the math program at the elementary school. This is a discovery based, non-traditional program. There will be a PD day in January to make sure all are in line with the program. When new people come in, there is a three-day workshop to bring them up to speed.

Everyday Math does need supplementary materials, for example math facts. D. Nault explained how she looked at the CMT and state standards and did a crosswalk with the program. The teachers then based their supplementary materials on the gaps between the state standards and the math program.

One of the problems in the elementary program is that they do not have all the manipulatives for the program.

Math grouping: The elementary school has heterogeneous grouping. In both grades 5 and 6 there is some grouping based on CMT scores as well as lower groups for struggling students. Grade 8 has the Algebra class and both 7 and 8 have lower groups. Differentiated instruction is involved in all grades.

- V. Discussion of English/Language Arts curriculum:** The elementary school has been working on a Language Arts Curriculum PreK - 4 for the last couple of years. Mrs. Nault reported that they used the State Model to develop this document. The bulk of the work is done, but it needs to be finished. Mr. Caruso will look at the document by the end of January to see what needs to be done.

Mrs. Voccio asked if release time for teachers is needed to finish the document. Mr. Caruso will get back to her on that. When the document is completed it will be presented to the curriculum committee and then to the Board of Education.

Curriculum Committee Meeting Minutes - November 16, 2009 (continued)

- VI. Discussion of Science program and updated curriculum:** We spoke briefly about the background of our curriculum and the changes the state has made.

D. Wimmer spoke about the 5th grade program, which does not have the reading material they need. This is a statewide problem, because most of the units taught in the grade 5 curriculum are covered in textbooks aimed for middle school grades and higher. The 5th grade does have some kits made up by science teachers and they work with the inquiry strands.

Both the middle school and the elementary school are currently using Discovery Streaming. (We've conducted some Discovery training already, and we'll be doing more of it in January) Discovery Science, which has been paid for by the state and the district has Discovery streaming. (End-DW/TD Begins)

Final discussion regarding Science Curriculum is need of vertical alignment.

- VII. Discussion regarding RTI in each building and what is happening:** Both buildings working hard on initiative.

Dec 1 - programmers for myRTI to present to BES faculty

Dec 2 - programmers for myRTI to present overview to BMS faculty

SIT Teams are working in both schools. It has been determined that there is a need for a mechanism to help teachers put interventions in place. Time is an important factor.

Time on Learning was discussed. Tom Caruso observed that there are too many diversions out of class. A discussion followed in regards to the "holiday store" and when elementary students through grade 6 participate in the store. Additionally, Chorus and Art Pace are scheduled at BES during instructional time.

- VIII. Discussion of Bullying Program:** BES-Second Step Curriculum is taught in the classroom. The students like it. There is no assessment piece.

BMS - Curriculum taught within the Health curriculum every other Wednesday. The Health curriculum is aligned with the standards for Human Interaction.

Regular meetings will be scheduled on the 3rd Monday of the month. The next meeting is December 21, 2009.

- IX. Adjournment:** Meeting adjourned at 5:15 p.m.

In addition, Ms. Gerardi-Voccio commented on:

- activities at EastConn and Woodstock Academy; and
- The Woodstock Academy Profile

8. Committee Reports (continued):

- d. **Information** - no report
- e. **High School Relations** - The Killingly Board of Education minutes for November 4, 2009 were included in Board packets.

The administrative report of the Woodstock Academy Board of Trustees meeting of December 15, 2009 is included below:

Administrative Report:

- a. Kim Caron reports that there is a decrease in enrollment. Insurance is increasing 15% which will impact the budget. Mr. Caron hired an executive assistant.
- b. Al Cormier reported that the Plastics Expo is being held in May at QVCC and that W.A. has been accepted. CSDE awarded W.A. for their Early Childhood Development presentation at the Career Expo. There was a Financial Aide presentation in the fall, PSAT scores will be distributed before Christmas, 24 food baskets were delivered for Thanksgiving from the student body, 400 pounds of food donated to TEEG. On 12/5, 35 students participated in the QVMF at Griswold High School, the Winter concert was held at the Hyde Center on 12/12 for 2.5 hours involving the band and chorus groups.
- c. Holly Singleton went over the newest documents that has been created "Indicators of Excellence" data sheet.
- d. Amy Favreau, new dean of students, reported on the several groups and all their activities that are going on for the month of December. Spanish Honor Society is holding a Salsa Night, Latin HS, French HS, Tri-M, Centaurian and the Library Club all have events. The History Club is holding the History Day Competition. The Drama Club is writing three plays with the hopes of presenting them this year. The Math Team competed at NFA and came in 10th place.
- e. The Business Manager reported that the sewer project is moving forward and he is discussing terms with the WPCA and the selectman's office. They will be moving forward in the spring.

President's Report:

- a. Sandra Frederickson reported on the Board Retreat that was held on December 5th. Much work and discussion revolved around the formation of a Foundation.
- b. Two Vice-Principals from the Shandong Province will be visiting W.A.
- c. BOT meeting will need to be rescheduled to 1/20 at Woodstock Middle School.
- d. There is a new Scholarship called the Luppi Memorial Scholarship. This will go to a graduating senior in the sports or music area.
- e. There are several Foreign Language trip requests: China, Italy, Spain, England, Scotland, Ireland and all were voted on and approved.
- f. There is a foreign exchange student from Pomfret who will be attending WA for free.

Contract Negotiations: Teachers' contracts were voted on and approved.

8. Committee Reports (continued):

f. Recreation - Mrs. Downs was unable to attend the last meeting of the Recreation Commission but informed the Board members of the issues facing the Commission; specifically: the problem with wetlands on the Prince Hill property and the grant for the Riverside Park (\$274,000).

9. Old Business - none

10. New Business:

Mr. Dionne reported that Mr. Austin Tanner, First Selectman, is appointing a School Building Committee for the middle school gym project and would like a volunteer from the school.

11. Other:

Mr. Dionne commented on the condition of Paradise Lake Road, the plan for improving this road and the use of the road by school buses. The Town's plan is to approve this road as soon as the work is completed which will allow the school to provide bus transportation to Paradise Lake.

12. Adjournment:

MOTION: (Johnson/Gerardi-Voccio) to adjourn at 10:00 p.m.

VOTE: Unanimous

Respectfully Submitted:

Mrs. Valerie Downs, Secretary