

**BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
OCTOBER 28, 2014**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on October 28, 2014.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Chairman Sirard.
2. **INVOCATION OR MOMENT OF SILENCE:** Raymond Peabody
3. **PLEDGE OF ALLEGIANCE:** Raymond Peabody
4. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

**MEMBERS PRESENT:** Peter Jonaitis, Raymond Peabody, Lori Unghire, Vin Grady, Tina LeBlanc, Timothy Neville, Stacy Thurston and Tom Sirard

**MEMBERS ABSENT:** David Wawer

**ALSO PRESENT:** Dr. Jeffrey Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; EHS Student Representative Christine Luksic and FHS Alternate Student Representative Eric Barnes

6. **BOARD GUEST(S)** - None

7. **SUPERINTENDENT'S REPORT**

- a. Student Representatives Report – as presented
- b. Academic Achievement Report – Performance Plus

Chief Academic Officer Ms. McKernan, Eli Whitney Principal Mrs. Ingalls, Nathan Hale Principal Ms. Roman and Enfield Street Principal Mrs. Reeves reviewed the new student data program Performance Plus each school is using with the Board.

Ms. McKernan explained that you can drill into the subgroups for additional reports that will show stands.

Mrs. Ingalls added this program is very efficient and it being used frequently. She thanked the Board for purchasing this worthwhile tool. We can track information on students while they move throughout the school system. We can drill into each subgroup and review student data stands and trends. The old system would have taken us around 15-18 hours to gather information that can now be accessed quickly with Performance Plus.

Ms. Roman explained how much time is being saved using Performance Plus. We can easily look at benchmark testing for each student. This can assist when sharing information during report card conferences. The teachers also thank you for this program.

Mrs. Reeves explained that you can review math assessments and see what interventions are needed. We are offering assistance for our Tier II and III students and can see if the interventions are working. This data management system is a great resource tool. She

thanked the Board for purchasing this program for the district. We can now analyze data in a more effective way.

Ms. McKernan stated they can come back and show the Board some comparative reports at a later time. Staff can spend more time assisting our students by using the information that has been entered into Performance Plus. Our teachers are excelling with using this program. They are finding out on their own how to add their own assessments to Performance Plus. You can track almost anything. Thank you.

Mr. Neville thanked them for the presentation. Assessment and instruction is what we do. We don't talk about this enough. Time has always been a big concern for gathering information and entering it. This tool will help enhance instruction. Keep up the good work and come back again and give us further updates.

Mr. Grady asked who is entering all of this data into the system. Ms. McKernan stated some of the tests are automatically transferred into the program by outside vendors and some of the data will be entered in by staff. We can scan the information, use a bubble reader or manual information.

Mr. Grady previously sat in on data team meetings. Will this help to cut down on the amount of time staff spends out of the classrooms? Mrs. Ingalls stated we will still hold data team meetings. The time spent here will be more useful to the teachers and students.

Mr. Peabody thanked them for the presentation. He appreciates the leverage with technology and more time being spent in the classroom. This will give you a line of sight of performance in an interesting way.

Mrs. Ingalls added this will help parents to better understand the progress their child is making.

Mr. Peabody stated staff can review the information and determine when interventions are needed. Ms. McKernan stated we have always been there to intervene. Staff can now track student's progress with intervention they are receiving and are able compare the information from year to year.

Mr. Peabody is happy to hear staff members are embracing this technology. Thank you for your efforts.

Mr. Jonaitis stated that he misses using the brightly colored highlighters and score books.

Chairman Sirard stated this is a more efficient way of your data team's time. What else besides test scores are being entered into this system? Ms. McKernan stated the program has the capability to track anything we want to track.

Chairman Sirard asked if any personal student information or disciplinary actions are being logged into this system. Ms. McKernan stated no, that information is kept by using a different program.

Chairman Sirard asked if the data can be share with outside groups. Ms. McKernan stated no.

Chairman Sirard asked what will happen with the data once the student graduates. Will the file be redacted? Ms. McKernan stated she will need to look into this. We haven't gotten to this yet.

Mr. Neville stated that data retention laws are pretty clear. This would be interesting to find

out about this. Dr. Schumann stated he can look into this further.

- c. Staff PL & Veteran's Day – as presented
- d. Special BOE Meeting – as presented
- e. Grants Update – as presented
- f. Personnel Report – as presented

**8. AUDIENCES - None**

**9. BOARD MEMBER COMMENTS**

Mr. Peabody stated that Nathan Hale held their Boo Bash and the kids had a great time. Hats off to the Hale PTO and staff members for putting this great event together for the students.

Mr. Peabody stated there is a movement in Hartford to establish regional schools. He lived in one and this is tough. If this happens, kids will be travelling a very long time to and from school. He is not in favor of this movement and urged parents to call your state representatives about this.

Mrs. LeBlanc attended the Fermi Field Hockey game. They won and now qualify for the State Tournament. She wishes them good luck.

Mrs. LeBlanc stated EHS Rachel's Challenge students and staff were there to greet students in the morning. It was one of the most positive things she could see on a Friday morning. She thanked everyone that was involved with this event.

Mrs. LeBlanc extended her deepest sympathy to the Gates family. They had a deep loss this week.

Mr. Neville attended the Enrico Fermi National Honor Society induction ceremony. He congratulated all of the new inductees and recognized all the hard academic work they have all endured to receive this honor.

Mr. Jonaitis stated the Board discussed finger printing at a meeting last week. Is this a State law or is this just about being cautious. Dr. Schumann stated that if individuals are going to work with students and they are not under the direct supervision of an employee, they must be finger printed and undergo a background check.

Mr. Jonaitis added that we are being a little over cautious for people chaperoning on field trips.

Dr. Schumann added we are being prudent. Mr. Jonaitis stated this bothers him. We might be a bit overly prudent.

Mr. Jonaitis stated he received information regarding department heads but has some additional questions. Are these department heads teachers or are they administrators? They are receiving around \$4K extra at a per diem rate. This is something the Board should look at. They are teaching fewer classes.

Mr. Jonaitis reminded parents that report cards will be coming out on November 14<sup>th</sup>. Parent/Teacher conferences will also be held on November 12 & 13<sup>th</sup>. He urged parents to call ahead to schedule your time to meet with your child's teacher.

Chairman Sirard stated the Gates Family has been recognizing our veteran's for many years. He asked everyone to keep them in your thoughts during this year's Veteran's Day.

## **10. UNFINISHED BUSINESS**

### **a. Continue the Discussion Regarding Suffield Vo-Ag Seats for 2015-16**

Dr. Schumann reviewed the information he provided Board members regarding Suffield Vo-Ag. The number of seats the Board will need to provide is at least 9. Suffield has started the recruiting process.

Mr. Neville asked about the cost per student and will the cost remain at \$7,200? Dr. Schumann stated the cost will drop around \$300 or \$400. The State is dropping the rate slightly.

Mr. Peabody would like to keep sending 10 students to Suffield Vo-Ag. We are currently paying around \$1.3 million dollars for students attending magnet schools.

Mr. Neville understands the value of the Vo-Ag program. We need to look at all of the tuition bills before we make any decisions.

Mr. Peabody understands the financial implications with magnet school tuitions.

Mrs. LeBlanc stated we are paying anywhere from \$3,200 to \$5,200 for each Enfield student that attends a magnet school.

Mr. Jonaitis asked about the enrollment history and costs and how many students have completed the program. Dr. Schumann stated the enrollment numbers listed in the memo reflect the number the State looked at for official October enrollment numbers. We have a base line of 7.66 and will need to offer at least 8 seats that will satisfy half of the State's requirement. The other half of the requirement is for the 3 year total which is 31.33 which we need to offer at least 32 seats. When the current seniors graduate, we will need to offer at least 9 seats to get to 32 seats. By doing this, we will meet the minimum requirements needed.

Mrs. LeBlanc added this is just for the Vo-Ag tuition. This does not include transportation costs. Transportation costs are around \$80K-\$85K. We received a breakdown of magnet school costs at the Finance Meeting prior to tonight's meeting that was quite informative.

Mr. Neville asked why there is such a difference with the costs with the magnet schools. We do not pay any tuition for Cheney Tech or Prince Tech except for transportation. Dr. Schumann stated the Vo-Ag rates are set by the State of Connecticut. CREC sets the rates for their own magnet school tuitions.

Mr. Neville stated we do not have control of the numbers at the magnet schools. Many times, we do not know that students will attend. Is there any talk about stabilizing this?

Dr. Schumann stated CREC recruits heavily during the month of September. We are on the hook for the students once they are enrolled on October 1<sup>st</sup>. He has spoken to our legislators about holding us harmless until June 1<sup>st</sup>. This would help us with budgeting.

Mr. Neville stated there is really no cutoff date. Dr. Schumann stated we budget for magnet costs. Last year we budgeted for \$1.2 million and spent \$1.3 million. We are looking at magnet school costs this year coming in around \$1.5 million.

Mr. Neville would like Dr. Schumann to contact our legislators again. We need to be able to plan our budgets. This is hitting every district the same way. He is not against student choices. We take our responsibilities very seriously and are between a rock and a hard place. We are not against any opportunities for these kids.

Mr. Grady stated we are mandated by State law regarding the number of Suffield Vo-Ag seats. Can we change the law about the seats due to budgetary constraints? Dr. Schumann stated this is the one magnet school that we have some control with.

Mr. Peabody would like to have our State Representatives attend an upcoming meeting. These costs are out of control and they are affecting our students negatively.

Mr. Jonaitis would like our legislators to get magnet school costs under control. This is a real problem and he would like them to do something about it.

Chairman Sirard asked Dr. Schumann to invite our Legislators to an upcoming Board meeting so we can have a conversation about this.

Chairman Sirard added the State has an obligation to fund education and they have dropped the ball along the way. Schools are not being funded properly. He suggests that we stick with the mandated class list at Suffield Vo-Ag. We may want to expand this but our hands are tied with rising magnet school tuition costs. This will give us some control with our budget. We already have too many variables we need to deal with.

Dr. Schumann will place this item on the November 18<sup>th</sup> Special Meeting Agenda for Board approval.

Mr. Neville stated we do not want students to apply without knowing how many seats will be available. Dr. Schumann stated Suffield Vo-Ag is recruiting now and the application deadline is in January.

Mr. Neville would like the Board to address this at the next meeting.

Chairman Sirard stated we will act on this at the November 18<sup>th</sup> meeting.

## **11. NEW BUSINESS**

### **a. Approval of FY2016 Head Start Federal Grants, Program Plans and Personnel Policies**

Head Start Director Deb Clement and Education Disabilities Coordinator Melissa Levasseur gave the Board an update about the Enfield Head Start program, FY2016 Head Start Federal Grants, Program Plans and Personnel Policies.

Mrs. Clement invited Board members to visit Head Start.

Mr. Jonaitis asked about the waiting list at Head Start. Mrs. Clement stated they have 27 students on the waiting list.

Mr. Jonaitis stated it would be nice if we had more space to add more students like using part of Stowe. Mrs. Clement stated we are federally funded. If the grants are not being offered, we could not offer more spaces. Our grants only cover 104 spaces. Additional space would not make any difference at this time. She loves the support.

Mrs. Clement thanked the Gilbane Construction Company for being so cooperative with Head Start.

Mr. Neville stated they gave the students miniature hard hats. Mrs. Clement stated we received 104 little hard hats. Mr. Neville stated you do a great job at Head Start.

Mr. Neville stated the grants are federal. Mrs. Clement stated the grant was written for a certain number of students. We are a delegate of Manchester Head Start. If the Federal Government wanted to increase the funding for additional enrollments, we could apply through Manchester.

Mr. Neville stated another way to increase the numbers would be if someone paid for their seats. Mrs. Clement stated that is correct – private funding could be used to provide additional slots. Other Head Starts do this.

Mr. Jonaitis stated we are under Manchester. Mrs. Clement explained to the Board that Manchester is the grantee.

Mr. Jonaitis asked why we can't be our own grantee. Mrs. Clement stated we were under CRT. There is one pot of money. We would need to reapply for the same money we are currently receiving now.

Mr. Jonaitis asked if Manchester has a waiting list like we do. Mrs. Clement stated that Manchester is struggling at this time. They are competing with the magnet schools and do not have a waiting list like Enfield does.

Mr. Jonaitis stated if we have a greater need, it would seem that we should try to do this.

Mr. Neville added there would also be additional administrative costs if we were to go out on our own that would need to be considered. Mrs. Clement stated that is correct, there would be additional costs associated with this.

Mr. Peabody moved, seconded by Mrs. Thurston that the Enfield Board of Education approves the FY2016 Head Start Federal Grants, Program Plans and Personnel Polices as presented.

A vote by **roll-call 8-0-0** passed unanimously.

**b. Approval of Authorized Signers for ED-099 Agreement for Child Nutrition Programs**

Dr. Schumann stated authorization is needed in order for Mrs. Edwards, our Nutrition Services Supervisor to submit Form ED-099 to the State of Connecticut for our Child Nutrition Programs.

Mrs. LeBlanc moved, seconded by Mrs. Unghire that the Board approves the Agreement for Child Nutrition Programs and authorize Dr. Schumann, Mr. Drezek and Mr. Grady to endorse form ED-099 as presented.

A vote by **roll-call 8-0-0** passed unanimously.

**12. BOARD COMMITTEE REPORTS**

**a. Curriculum Committee**

The Curriculum Committee met on October 27<sup>th</sup>. We will continue with curriculum and instruction presentations at future Board meetings. We discussed the AP Springboard Math Program at JFK, the Technology Education Program at JFK and the Forum for Professional Learning. He would like all Board members to receive a copy of the cheat sheet that was presented at the Curriculum meeting.

Mrs. Thurston stated the video we viewed was impressive. The students like what they are learning.

Mr. Peabody added the students are learning as they are working.

Mr. Neville stated we will continue to bring you curriculum, instruction and assessment items. We are doing good work in our schools and we should celebrate this.

Chairman Sirard would like to continue with these reports.

**b. Finance Committee**

Mrs. Leblanc reported the Finance Committee met earlier tonight and we received excess cost information, magnet school costs and transportation costs. She would like the entire Board to receive this information. This explains everything clearly. We have received the new budget books.

Mr. Jonaitis asked about the per pupil costs. Mrs. LeBlanc stated the cost in 2014 was \$13,513 per pupil and in 2013 the cost was \$12,781 per pupil.

Mr. Neville asked why the budget books were reprinted. Dr. Schumann stated some of the pages were not printed correctly. The copies are at Central Office.

Mrs. LeBlanc stated that Mrs. West did a great job with the magnet school and cost sharing information.

**c. EHS Building Committee**

Mr. Neville reported that Enfield High Building Project is growing each day. Bids for Phase II are completed and the bids are coming in lower than projected. The Topping Off Ceremony will be held on November 12<sup>th</sup> at 10:00 AM. Board members can sign the beam before it is added to the building. Everyone is invited to attend. Their safety record has been excellent and they are really watching out for everyone. Gilbane is very informative about keeping us up to date.

Chairman Sirard would like this item added to our agendas for future reports.

Mr. Jonaitis asked about the different phases. Mr. Neville stated Phase I is site work like cement and foundations; Phase II is buttoning up or the bulk of the work being done and Phase III is Fixtures, Furniture and Equipment.

Mrs. Unghire asked about the student's taking aerial photography of the construction. Mr. Neville stated Gilbane has taken a lot of pictures and they have been posted on the website.

Mrs. Unghire thought they were going to use a drone to take the pictures. Mr. Neville stated we needed a permit for the crane. He believes the drone item was discussed. He will look into this.

**13. APPROVAL OF MINUTES**

Mr. Grady moved, seconded by Mr. Neville that the Special Meeting Minutes of September 23, 2014 be approved. A vote by **show-of-hands 7-0-1** passed with Mrs. LeBlanc abstaining.

Mrs. Thurston moved, seconded by Mr. Peabody that the Regular Meeting Minutes of October 14, 2014 be approved. A vote by **show-of-hands 6-0-2** passed with Mr. Sirard and Mrs. LeBlanc abstaining.

**14. APPROVAL OF ACCOUNTS PAYROLL**

**a. For the Month of August 2014/15**

Mrs. LeBlanc moved, seconded by Mr. Grady that the Enfield Board of Education accept the superintendent's certification as follows: "I hereby certify that in the month of August, total expenditures amount to \$693,527.85 broken down between payroll totaling \$419,482.38 and other accounts totaling \$274,045.47. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 8-0-0** passed unanimously.

**b. For the Month of September 2014/15**

Mrs. LeBlanc moved, seconded by Mr. Grady that the Enfield Board of Education accept the superintendent's certification as follows: "I hereby certify that in the month of September, total expenditures amount to \$6,001,474.17 broken down between payroll totaling \$3,893,547.59 and other accounts totaling \$2,107,926.58. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented."

A vote by **show-of-hands 8-0-0** passed unanimously.

**c. Line Item Transfers, if any - None**

**15. CORRESPONDENCE AND COMMUNICATIONS - None**

**16. AUDIENCES - None**

**17. EXECUTIVE SESSION**

Mr. Grady moved, seconded by Mr. Neville that the Enfield Board of Education enters into Executive Session for Matter(s) Related to Personnel – Superintendent's Evaluation & Contract.

A vote by **show-of-hands 6-2-0** passed with Mrs. Thurston and Mr. Jonaitis in dissent.

The Board relocated to the Staff Lounge for the Executive session portion of the meeting at 8:30 PM. No Board action occurred while in Executive Session.

**18. ADJOURNMENT**

Mr. Grady moved, seconded by Mrs. Thurston to adjourn the Regular Meeting of October 28, 2014.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:30 PM.

Vincent M. Grady  
Secretary  
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary