



ENFIELD PUBLIC SCHOOLS

27 SHAKER ROAD · ENFIELD, CONNECTICUT 06082
TEL: 860.253.6500 · FAX 860.253.6510 · WWW.ENFIELDSCHOOLS.ORG

October 18, 2013

Mrs. Suzanne Olechnicki, Town Clerk
Enfield Town Hall
820 Enfield Street
Enfield, CT 06082

Dear Mrs. Olechnicki,

Be advised that there will be a special meeting of the Board of Education on Tuesday, October 22, 2013. The agenda is listed below.

Special Board of Education Meeting

Date: Tuesday, October 22, 2013
Time: 5:30 – 6:45 PM
Place: Enfield Town Hall – Enfield Room
820 Enfield Street, Enfield, CT

AGENDA:

1. Call to Order – Chairman Neville
2. Pledge of Allegiance
3. Fire Evacuation Announcement
4. Roll Call
5. Executive Session:
 - Matter(s) Related to BOE Yearend Review/Discussion
6. Adjournment

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

Agenda

Date: 10/22/13

**Time-Place: Council Chambers
820 Enfield Street
Enfield, CT
7:00 PM Regular Meeting**

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Vincent Grady**
- 3. Pledge of Allegiance – Vincent Grady**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
 - a. Mary Scutt – Mentoring Program**
- 7. Superintendent’s Report**
 - a. Student Representatives Report**
 - b. CMT & CAPT Report**
 - c. Early Dismissal/Staff PD/Election Day**
 - d. Special BOE Meeting**
 - e. Grants Update**
 - f. Personnel Report**
- 8. Audiences**
- 9. Unfinished Business**
- 10. New Business**
 - a. Approval of FY2014 Head Start Federal Grants, Early Childhood Community Assessment and Program Plans**
 - b. Appoint Board Member to attend the CABE Delegate Assembly as Enfield’s Delegate**
- 11. Board Committee Reports**
- 12. Board Members’ Comments**
- 13. Approval of Minutes: Regular Meeting Minutes – October 8, 2013**
- 14. Approval of Accounts and Payroll**
 - a. For the Month of September 2012/13 & 2013/14**
 - b. Line Item Transfers, if any**
- 15. Correspondence and Communications**
- 16. Executive Session**
 - a. Matter(s) Related to Collective Bargaining**
- 17. Adjournment**



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Date: October 22, 2013
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Board Guest(s)

- a. **Mary Scutt – Mentoring Program** – We welcome Mary Scutt, Enfield Public Schools Mentoring Coordinator to tonight's Board meeting. She will provide the Board with an overview of the mentoring program in Enfield.



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Date: October 22, 2013
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Superintendent's Report

- a. **Student Representatives Report:** Enclosed in your packet you will find a report from both BOE Student Representatives regarding events/happenings at their respective high schools. Student Representatives may have some additional information or comments to share with Board members.
- b. **CMT & CAPT Report:** At this time, Ms. McKernan and I will provide the Board with information regarding the 2013 CMT and CAPT reports.
- c. **Early Dismissal/Staff PD/Election Day:** Board members are reminded that students will be dismissed early on October 29th, November 12th and November 15th in order for staff to attend half day Professional Development workshops and for Elementary Parent/Teacher Conferences. Students will not be in session on Election Day, November 5th and all staff will attend a full day Professional Development Workshop.
- d. **Special BOE Meeting:** The Board of Education will hold a special meeting on Tuesday, November 19th in Council Chambers. The Oath of Office will be administered for new Board members and we will recognize outgoing Board members at this special meeting.
- e. **Grants Update:** A copy of the grants update can be found in your packet.
- f. **Personnel Report:** The report through October 25, 2013 is also included in your packet.



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Date: October 22, 2013
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Approval of FY2014 Head Start Federal Grants, Early Childhood Community Assessment and Program Plans

Mrs. Clement, our Enfield Head Start Director has provided the attached memo regarding the Board approving approximately \$771,499 for the Department of Health and Human Services. In addition, the Board is being asked to provide oversight and approval for the program's Early Childhood Community Assessment, Program Plans, Personnel Policies, Recruitment Plan, and Conflict of Interest and Prohibited Activities Policy.

Enclosed in your packet is a letter from Mrs. Clement and several attachments. All of the items can be found on the EPS Website under Head Start. Ms. Hall is the Board's Liaison to the Head Start Policy Committee. Mrs. Clement is present to answer any questions you may have.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the Approval of FY2014 Head Start Federal Grants, Early Childhood Community Assessment and Program Plans.



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Date: October 22, 2013
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Appoint Board Member to attend the CABA Delegate Assembly as
Enfield's Delegate

This item was brought to the Board's attention at the October 8th meeting and has been placed on tonight's agenda for further discussion and Board action. Two Board members have expressed an interest to attend the CABA Delegate Assembly on Thursday, November 14, 2013.

More than one Board member can attend the CABA Delegate Assembly, but only one Board member can be appointed as Enfield's Delegate. The Delegate will have input regarding the 2014 Proposed Resolutions.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding appointing a Board Member to attend the CABA Delegate Assembly as Enfield's Delegate.



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Date: October 22, 2013
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to Collective Bargaining

Therefore, I recommend that the Enfield Board of Education enter into executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can relocate to either the Enfield Room or the Thompsonville Room for the executive session.



EHS/FHS Student Representative Reports – October 8, 2013

Enfield High School:

- EHS will have a Powder Puff Football game on Saturday, October 9th at 6:30 PM on the Turf Field.
- The EHS Boys Soccer (JV & Varsity) will play against Somers on Tuesday, October 22nd at 4:30 PM & 6:30 PM (Turf).
- EHS Students will hold a Youth Vote Debate for Board of Education Members on Thursday, October 24th at 7:00 PM in the Auditorium.
- The EHS Field Hockey (Varsity) will play against Somers on Thursday, October 24th at 6:00 PM (Turf).
- The EHS Girls Soccer (Varsity) will play against Sports & Medical Science Academy on Friday, October 25th at 6:45 PM (Turf).
- EHS will hold Parent/Teacher Conferences on Thursday, November 14th at 6:30 PM.
- EHS Drama Club will hold a Potpourri Event on Saturday, November 16th at 9:00 AM in the café.

Enrico Fermi High School:

- The FHS Girls Soccer (JV & Varsity) will play against Tolland on Monday, October 21st at 3:45 PM (Grass & Turf).
- The FHS Girls Swim Meet against Windsor Locks will be held on Tuesday, October 22nd at 4:00 PM (Pool).
- The FHS Field Hockey (JV & Varsity) will play against Windsor on Tuesday, October 22nd at 4:15 PM & 6:00 PM (Turf).
- The FHS Girls Volleyball (JV & Varsity) will play against Suffield on Tuesday, October 22nd at 4:00 PM & 5:00 PM (Gym).
- The FHS Girls Soccer (JV & Varsity) will play against Rockville on Wednesday, October 23rd at 4:00 PM & 6:00 PM (Turf).
- FHS Homecoming Events will start on Friday, October 25th with a Festival in the Gym starting at 5:00 PM. The Football team will play against Wethersfield starting at 11:00 AM on the Turf Field on Saturday, October 26th. A Homecoming Dance will be held at 6:30 PM in the Gym.
- FHS Students will hold a Youth Vote Debate for Town Council Members on Tuesday, October 29th at 7:00 PM in the Auditorium.
- FHS/EHS will hold a College Fair on Wednesday, October 30th in the Fermi Gym at 7:00 PM.
- SAT Testing will be held at FHS on Saturday, November 2nd.
- FHS Parent/Teacher Conferences on Thursday, November 14th at 6:30 PM.

Note: *All athletic games are subject to change due to the weather conditions. Please visit the www.ciacsports.com website for the latest and most up-to-date athletic contests information.*

Item 7e.

ENFIELD PUBLIC SCHOOLS
FY 2014 GRANTS

| | <u>Applied For</u> | <u>Awarded</u> | <u>Date Submitted</u> | <u>Approval Date</u> |
|--|------------------------|---------------------------|-----------------------|----------------------|
| Adult Education - (Grant Portion) | \$ 97,816.00 | \$ 91,329.00 | 4/15/2013 | prelim - 8/20/2013 |
| Adult Education - Cooperative | \$ 58,186.00 | \$ 58,186.00 | 4/15/2013 | prelim - 8/20/2013 |
| Adult Ed - Literacy Volunteers | \$ 13,681.00 | \$ 12,774.00 | 4/15/2013 | prelim - 8/20/13 |
| Adult Education Program Improvement Project | \$ 70,000.00 | \$ 70,000.00 | 5/14/2013 | 8/20/2013 |
| Perkins | \$ 61,315.00 | \$ 57,744.00 | 6/15/2013 | pending |
| Head Start State Grants (Enhancement, Extended Services, Early Link) | \$ 134,975.00 | \$ 134,975.00 | 4/9/2013 | 6/30/2013 |
| * Head Start Federal Grants (FY 3/1/13 - 2/28/14) | \$ 771,481.00 | \$ 771,499.00 | reduced by 5.2% | 3/1/2013 |
| Head Start Federal Grants (FY 3/1/14 - 2/28/15) | \$ 771,499.00 | pending approval by Board | | |
| JFK After School Program | \$ 148,000.00 | \$ 139,555.00 | 6/18/2013 | 10/1/2013 |
| IDEA Section 611, Special Education Assistance | \$ 1,269,166.00 | \$ 1,202,662.00 | 5/3/2013 | 10/9/2013 |
| IDEA Section 619, Preschool Education | \$ 52,385.00 | \$ 50,152.00 | 5/3/2013 | 10/9/2013 |
| Parent Leadership | \$ 26,000.00 | | | pending |
| Technology Investments to Implement Common Core Standards | \$ 105,700.00 | | 8/16/2013 | pending |
| Title I | | \$ 720,705.00 | 10/18/2013 | entitlement |
| Title II | | \$ 127,104.00 | 10/18/2013 | entitlement |
| Title III | \$ 14,436.00 | \$ 14,436.00 | 9/26/2013 | entitlement |
| Sheff Open Choice | \$ 47,525.00 | | 9/23/2013 | pending |
| Open Choice | | | tbd | |
| Open Choice Early Beginnings | | | tbd | |
| TOTAL | \$ 3,642,165.00 | \$ 3,451,121.00 | | |

Notes:

- * We have been notified by the State to expect decreases of 5 - 8%.
 - IDEA decrease \$66,504 - 5.24% drop
 - Pre-School decrease \$2,233 - 4.26% drop
 - Perkins decrease \$3,571 - 5.82% drop
 - Title I has increased in entitlement by \$8,825 from 2013
 - Title II has decreased in entitlement by \$7,347 from 2013
 - Title III has decreased in entitlement by \$579 from 2013

Item #7F

CERTIFIED PERSONNEL MATTERS
August 20, 2013 through October 18, 2013

New Hires:

| <u>Name</u> | <u>DOH</u> | <u>Position / Location</u> | <u>Reason</u> |
|---------------|------------|----------------------------|---------------|
| Kim Muggleton | 09/23/13 | Grade 3 Eli Whitney | Open Position |

Resignations:

| <u>Name</u> | <u>DOH</u> | <u>Effective Date</u> | <u>Position / Location</u> | <u>Reason</u> |
|---------------------|------------|-----------------------|---|-------------------|
| Timothy Van Tasel | 08/01/08 | 08/16/13 | Principal / JFK Middle | Other CT District |
| Module Downer | 03/07/05 | 08/19/13 | Tech Ed / JFK Middle | Other CT District |
| Rachel Dustin | 09/01/06 | 08/26/13 | Grade 1 / Enfield ST | Other CT District |
| Andrea Siana-Toland | 09/01/94 | 09/13/13 | Art / JFK Middle | Other CT District |
| Anthony Littizzio | 07/01/12 | 10/17/13 | Chief Finance Officer/ Business Office | Resigned |
| Todd Cunha | 09/01/97 | 11/08/13 | English / Enfield High | Other CT District |

Retirements:

| <u>Name</u> | <u>DOH</u> | <u>Effective Date</u> | <u>Position / Location</u> | <u>Reason</u> |
|-------------|------------|-----------------------|------------------------------------|---------------|
| Lori Chase | 09/01/05 | 12/31/13 | Speech / Elementary Pathologist | Retirement |

NON-CERTIFIED PERSONNEL MATTERS
August 20, 2013 through October 18, 2013

Retirements:

| <u>Name</u> | <u>DOH</u> | <u>Effective Date</u> | <u>Position / Location</u> | <u>Reason</u> |
|--------------|------------|-----------------------|-----------------------------|---------------|
| Barbara Deni | 10/31/05 | 09/30/13 | Benefits / HR Specialist | Retirement |

Item #10a.

To: Dr. Jeffrey A. Schumann, Superintendent
From: Debbie Clement, Head Start Director
Date: October 11, 2013
Re: FY 2014 Head Start Federal Grants, Early Childhood Community Assessment and Program Plans

Enfield Head Start is requesting Board approval to accept \$771,499 from the Department of Health & Human Services to serve 104 Enfield 3 and 4 year old children.

The Head Start Reauthorization Act requires Board oversight and approval on the following items:

- Early Childhood Community Assessment
- Program Plans
- Personnel Policies
- Recruitment Plan
- Conflict of Interest and Prohibited Activities Policy

These items are located on our webpage. The Early Childhood Community Assessment, Personnel Policies, Early Childhood Development Health Services, Family & Community Partnerships, and Program Design & Management documents can be located by clicking on **Program Plans**. The Recruitment Procedures are located under the **Enrolling** heading. The Conflict of Interest and Prohibited Activities Policy is located in the Program Design & Management document.

I have attached the budgets for the two federal grants, the Personnel Policies and the proposed program goals. I will be present at the October 22 meeting to answer any questions.

Thank you for your attention to these matters.

Debbie Clement, Director
Enfield Head Start

cc: Chris Drezek

| Head Start | FY2014 | FY2014 |
|--------------------------|------------------|----------------|
| | HHS | HHS |
| Account | PA22 | PA20 |
| Fiscal Year | 3/1/13 - 2/28/14 | 3/1/13-2/28/14 |
| PERSONNEL | | |
| Certified | 397,673 | |
| Non Certified | 287,264 | |
| Total Personnel | 684,937 | |
| | | |
| FRINGE BENEFITS | | |
| Medicare | 1,212 | |
| Health/Life Insurance | 48,042 | |
| Pension | 6,981 | |
| Workers' Compensation | 3,200 | |
| TOTAL FRINGE | 59,435 | |
| | | |
| TRAVEL/TRAINING | | |
| Workshop/Confer/Travel | | 11,137 |
| TOTAL TRAVEL | | 11,137 |
| | | |
| SUPPLIES | | |
| Instructional | 5,000 | |
| General | 1,000 | |
| Health | 1,750 | |
| Office/postage | 2,000 | |
| TOTAL SUPPLIES | 9,750 | |
| | | |
| CONTRACTUAL | | |
| Nutrition Consultant | 250 | |
| Educ/Mental Health Cons. | 250 | |
| Medical/Dental Service | 200 | |
| TOTAL CONTRACTUAL | 700 | |
| | | |
| OTHER | | |
| Parent Activity | 2,040 | |
| Travel (Local) | 2,000 | |
| Dues and Fees | 1,500 | |
| TOTAL OTHER | 5,540 | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL BUDGET | 760,362 | 11,137 |

Program Goals and Objectives

I. Goal Statement

Facilitate school readiness skills both in the classroom and at home.

Objective 2014

Train teachers on math curriculum needed to prepare students for the Common Core expectations of kindergartners.

Objective 2015

Utilize CLASS observations to determine training needs for teaching staff.

Objective 2016

Educate parents on age appropriate activities that will develop school readiness skills.

Develop home activity packs for families to do as an alternative to “screen time”.

Objective 2017

Include the Town Librarian in parent meetings to encourage families to obtain library cards for their children and to be involved in literacy activities.

Encourage families to be involved in literacy activities through school and the town library.

The Family Support Coordinator will facilitate parent and family advocate literacy trainings.

Objective 2018

Utilize TSGOLD Outcome Measurement tool to assess progress in language and literacy.

Review Family Partnership Agreements to determine progress in family’s participation with literacy activities.

II. Goal Statement

Support executive function/self-regulation development in the classroom and at home.

Objective 2014

Head Start and kindergarten teachers will be trained and coached in scaffolding children's executive function development through role playing.

Pre and post vocabulary and social skills assessment will be conducted.

Objective 2015

Pre and post vocabulary and social skills assessment will be reviewed to determine outcomes and next steps.

Objective 2016

Families will be offered workshops, information and resources on what executive function is and how to promote their child's executive function development.

Objective 2017

Teachers and families will be trained to use movement and sensory exploration to promote self regulation.

Objective 2018

TSGold assessment, bi-weekly checklists and family partnerships will be reviewed to assess outcomes and determine next steps.

The progress on the goals is assessed each year through the program self-assessment, staff assessment, parent surveys, and outcome measurements. The self-assessment is conducted each spring by staff, parents, and community partners. It looks at program design, education, disabilities, mental health, health, and parent involvement. Outcome measurements are the results of the educational assessments conducted three times a year. The tracking system for outcome measurements looks at individual child progress, classroom progress, and progress across the program.

**ENFIELD
HEAD START**

PERSONNEL POLICIES

2013-2014

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

| | | | |
|--|---------------------------------------|---|---|
| 1. TYPE OF SUBMISSION: Application | | 2. DATE SUBMITTED | Applicant Identifier 004 |
| <input type="checkbox"/> Construction | Pre-application | 3. DATE RECEIVED BY STATE | State Application Identifier 01CH0116 |
| <input checked="" type="checkbox"/> Non-Construction | <input type="checkbox"/> Construction | 4. DATE RECEIVED BY FEDERAL AGENCY | Federal Identifier 01CH-1511 |
| <input type="checkbox"/> Non-Construction | | | |
| 5. APPLICANT INFORMATION | | | |
| Legal Name: Enfield Board of Education, Enfield Head Start | | Organizational Unit: Department: | |
| Organizational DUNS: | | Division: | |
| Address: Street: 1270 Enfield St. | | Name and telephone number of person to be contacted on matters involving this application (give area code) | |
| City: Enfield | | Prefix: Dr. | First Name: Jeffrey |
| County: Hartford | | Middle Name | |
| State: CT | | Last Name Schumann | |
| Zip Code 06082 | Suffix: | | |
| Country: USA | | Email: jschumann@enfieldschools.org | |
| 6. EMPLOYER IDENTIFICATION NUMBER (EIN): 06-6001997 | | Phone Number (give area code) 860-253-6531 | Fax Number (give area code) 860-253-6515 |
| 8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) | | 7. TYPE OF APPLICANT: (See back of form for Application Types) H - Independent School District Other (specify) | |
| 10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): 93-600 | | 9. NAME OF FEDERAL AGENCY: ACF/HHS | |
| 12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Enfield, CT, Hartford County | | 11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: 1st Year Grant Cycle PA 20 & PA22, 104 Preschool Children Enfield, CT Head Start Delegate of Manchester, CT Board of Education | |
| 13. PROPOSED PROJECT Start Date: 3/1/14 | | 14. CONGRESSIONAL DISTRICTS OF: a. Applicant 01 | |
| Ending Date: 2/28/15 | | b. Project 01 | |
| 15. ESTIMATED FUNDING: | | 16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? | |
| a. Federal | \$ 771,499 ⁰⁰ | a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON | |
| b. Applicant | \$ | DATE: | |
| c. State | \$ 134,975 ⁰⁰ | b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 | |
| d. Local | \$ 161,330 ⁰⁰ | <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW | |
| e. Other | \$ | 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? | |
| f. Program Income | \$ | <input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No | |
| g. TOTAL | \$ 1,067,804 ⁰⁰ | | |
| 18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED. | | | |
| a. Authorized Representative | | | |
| Prefix Mr. | First Name Timothy | Middle Name | |
| Last Name Neville | | Suffix | |
| b. Title Chairman, Enfield Board of Education | | c. Telephone Number (give area code) 860-253-6531 | |
| d. Signature of Authorized Representative | | e. Date Signed | |

Registration Form

for

The CABE Delegate Assembly *Legislative Delegate Assembly*

November 14, 2013

3:00 - 6:00 PM

Mystic Marriott Hotel, Groton

(registration begins at 2:30 PM)

Directions to the Mystic Marriott Hotel, Groton

Hartford, Connecticut: Take I-91 South to I-9 South (roads merge just past Hartford). Take I-9 South to I-95 North. Proceed to Exit 88. Take Exit 88 and make a LEFT at the bottom of the exit ramp. Mystic Marriott is on the RIGHT hand side.

Providence, Rhode Island: Take I-95 south to Exit 88. Take Exit 88 and make a RIGHT at the bottom of the exit ramp. Mystic Marriott is on the RIGHT hand side.

From New York: Take I-95 North to Exit 88. Take Exit 88 and make a LEFT at the bottom of the exit ramp. Mystic Marriott is on the RIGHT hand side.

From Boston, Massachusetts: Take I-95 South to Exit 88. Take Exit 88 and make a RIGHT at the bottom of the exit ramp. Mystic Marriott is on the RIGHT hand side.

Save this portion for your records

To encourage broad participation, NO FEE will be charged for the Delegate Assembly.

You can also Register ONLINE at www.cabe.org/advocacy

(please check all appropriate boxes)

Yes, I will attend the CABE Legislative Delegate Assembly at the Mystic Marriott Hotel, Groton

Delegate **Alternate** **Board Member** **Superintendent** **Other** _____

Delegates are encouraged to discuss the resolutions with their board of education prior to the Delegate Assembly.

Yes, I will attend the Reception after the Legislative Delegate Assembly
(November 14 6:00 - 7:00 PM – no charge)

Yes, I will attend the Optional Dinner following the Reception (\$45 per person)

Name _____

Address _____ Daytime Phone _____

Position _____ School District _____

Registrations and/or cancellations must be received by November 11, 2013.

Return this form to: CABE, 81 Wolcott Hill Road, Wethersfield, CT 06109 Attn: Gail Heath, Admin. Assist., or Fax: 1-860-571-7452

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
OCTOBER 8, 2013**

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 8, 2013.

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

MEMBERS PRESENT: Peter Jonaitis, Tina LeBlanc, Kevin Fealy (arrived at 7:07 PM), Donna Szewczak, Tom Sirard, Joyce Hall and Vin Grady

MEMBERS ABSENT: Jen Rancourt and Tim Neville

ALSO PRESENT: Dr. Jeffrey Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; EHS Student Representative Christine Luksic and FHS Student Representative Katie Saltzgiver

6. **BOARD GUEST(S)** - None
7. **SUPERINTENDENT'S REPORT**
 - a. Student Representatives Report – as presented

FHS Student Representative Katie Saltzgiver added that this is a busy time of year for students. Juniors and seniors can attend college visits on Thursday, October 17th and will be excused from school providing they bring back a signed note from the colleges they visited.

EHS Student Representative Christine Luksic added that many club activities have started. Our Rachel Challenge meeting was held on Wednesday, October 2nd and was extremely powerful. The Spain students have adjusted and visited the PEZ Factory which they thoroughly enjoyed.

- b. Superintendent Trip Overview – as presented

Dr. Schumann shared some of the highlights from his trip to London, England where he participated in the International Triathlon Union World Championship and some sightseeing attractions. He also traveled to Billund, Denmark where he visited LEGO Headquarters, LEGO Land, sightseeing attractions and the International Baccalaureate School. He was impressed with the students and what they were accomplishing with graphing. Another group of students were programming a robot. These students were in middle school. This is something he would like us to expand upon.

Kevin Fealy arrived at 7:07 PM.

Dr. Schumann gave Board members our new logo pins. He thanked the Board for allowing him to share this overview and for allowing him the time to visit the LEGO Headquarters.

Dr. Schumann added that he held a conference call this morning. This discussion started with a Buzz Robotics meeting that was held Monday night. Buzz Robotics is involved in our community. He believes if the 10 year olds in Denmark can program robots, we can do the same here. Our conference call was with Michael Gentry (First LEGO League), Evan Barnett (First Tech Challenge) and Steven Kramer (First Robotics). Also participating in the conference call was Guy Bourassa and Dr. Sarah Faulkner. We spoke for over an hour about our vision to provide all students in Enfield an opportunity to be involved with this and the opportunity to compete at a world level in Robotics Competitions.

Dr. Faulkner will present a draft plan on November 15th and he will share this information with Board members at an upcoming Board meeting. This is very exciting news.

Ms. Hall asked Dr. Schumann about his competition and does it make a difference if you run before you swim or bike? Dr. Schumann stated you start off in the water, then you ride your bike and then you run. Ms. Hall added that the first two competitions must tire your legs. Dr. Schumann stated you are correct. You would not want to be in the water last during this competition. It would be dangerous.

Mr. Grady stated you finished 19th in your competition. Dr. Schumann stated he finished 19th in the race. He encountered bad luck during the second competition with two flat tires.

- c. Staff PD & Columbus Day – N/S – as presented
- d. Listen & Learn Events – as presented
- e. Special BOE Meeting – as presented
- f. Jack-O-Lantern Festival – as presented

Mr. Jonaitis stated we will have a special meeting at 5:30 PM and then the regular meeting at 7:00 PM on Tuesday, October 22nd.

8. AUDIENCES - None

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

a. Discussion and Approval of 2014 Regular BOE Meetings

Mr. Fealy moved, seconded by Mrs. Szewczak that the Enfield Board of Education approves the 2014 Regular Meeting Dates as presented.

A vote by **roll-call 7-0-0** passed unanimously.

b. Proposed New BOE Policy #5144.1 Use of Physical Force – First Reading

Mr. Fealy moved, seconded by Mr. Sirard that the Enfield Board of Education approves the First Reading of Proposed New BOE Policy #5144.1 Use of Physical Force.

Discussion:

Mr. Jonaitis stated this is a new policy that is being presented. It is not replacing anything.

Mr. Grady stated that our Nursing Supervisor Trish Vayda is present and can address any

Board member questions regarding this proposed new policy. This policy was discussed at the Student Issues Committee meeting held last week.

Mrs. Vayda stated we did not have a policy regarding restraint use and it was brought to her attention. She then researched this topic and presented this to the Student Issues Committee.

Ms. Hall added there are a lot of definitions regarding restraint and seclusion presented in this policy. She is not sure under what circumstances either one would be used.

Mrs. Vayda stated that would be defined in the Administrative Regulations for this policy. We can expand the policy to include this information but the usual rule of thumb is the policy should be as brief as possible. The bulk of this will be included in the regulations and it will be quite lengthy.

Ms. Hall stated the Administrative Regulations are not available and have been restrictive in the past. She would want to know under what circumstances restraint or seclusion would be used. Seclusion has made the headlines in the past in other towns. Mrs. Vayda stated we can make changes to the proposed policy.

Mr. Jonaitis referred to line 42 and restraining a student in order to calm them. You cannot restrain them in order to calm them down. Mrs. Vayda stated this should not be your last resort and it should not be your first action either.

Both Ms. Hall and Mrs. Szewczak believed this was not classified as a restraint. It is simply a method used for calming students. It is a normal reaction to calm an upset student.

Mr. Jonaitis added you can still hold a child to calm them. Mrs. Vayda stated that is correct.

Mr. Sirard stated definitions of force and when it can and can't be used and when it can be employed should be included in the policy. That will cover many parental concerns. A simplified definition should be included in the policy. It should be something that is not easily remembered like the use of deadly force.

Mr. Jonaitis added the definition should not be too specific.

Mr. Fealy stated physical restraint should be used for self defense manner of a student or a staff member. He is concerned with the broad-brush of restraint and seclusion can become a disciplinary issue. Mrs. Vayda stated the policy is intended for behavioral issues, not fights. Students with behavior issues will have something written into their IEP's.

Mr. Fealy stated this language is for staff to work with the student's IEP's. Mrs. Vayda stated that is correct. Mr. Grady added and to train staff accordingly.

Mr. Fealy is assuming that our legal counsel is aware of this and can work with us if the need arises. Mrs. Vayda stated that is correct.

Mr. Jonaitis would like us to make that perfectly clear so nothing is taken out of context.

Mr. Fealy stated on line #53 it mentions the students IEP.

Mrs. Szewczak stated the policy mentions the IEP but it does not clearly identify restraint in the IEP. Mrs. Vayda stated we can make this more exact regarding IEP's and Behavior Plans.

Mr. Fealy added will this be used exclusively with an IEP or with general population students as well. Mrs. Vayda stated the intent was for students with behavior issues. Most of these

students do have IEP's or behavior plans in place.

Mr. Fealy stated he is concerned that we would be opening this up to any student with behavior concerns and being able to restrain them. Mrs. Vayda stated that was never the intent of this policy. We can redefine this policy for students with IEP's or Behavior Plans.

Mr. Fealy would like to narrow scope regarding benchmark behaviors that would result in this kind of restraint being used. This way we would have a better understanding for the policy, why we do this and what the student will gain from this instead of discipline.

Mrs. Vayda stated this was never intended to be used as a form of discipline. Some students have this in their plans. Our staff is trained on what to do. We needed a policy to back this all up.

Mr. Fealy appreciates this and supports this proposed policy.

Ms. Hall stated we are hearing about issues relating to mental health that also includes behavioral issues. We cannot restrict this policy to students that only have an IEP.

Mr. Drezek stated that lines #18-20 will give the Board and explanation of what the policy means. The Board recognizes that there are times when it becomes necessary for staff to use reasonable restraint to protect a student from harming himself/herself or to protect others from harm. This is to be used not as a disciplinary measure as mentioned by Mrs. Vayda. We also listed all of the Connecticut State Statutes at the end of the policy. He appreciates the work done by Mrs. Vayda on this policy. The nature of the policy is to protect a student from self harm or from harming other students or staff.

Mr. Fealy is concerned with physically restraining students that are a danger to themselves or others. He does not want to see the State becoming involved and the possibility of the student being removed from their home due to this. If restraint is being used for a single episode, that would be different.

Mr. Drezek stated the policy addresses that on line 33-35 or in the event that authorities may need to be called. This policy strictly address that staff members may need to restrain a student.

Mr. Fealy asked if authorities are called, would discipline be required if this was needed on an on-going basis. Mr. Drezek stated that would be part of the IEP process.

Mr. Fealy is concerned that staff members may be placed in jeopardy when physically restraining a student. We could open ourselves up to possible litigation. Some of these students are full grown adults and they are quite strong.

Mr. Drezek stated our staff members are trained on how to properly restrain students when needed.

Mr. Fealy would hope that this would apply for our SSO's and SRO's and not necessarily our teachers.

Mr. Sirard stated this is the first reading of the proposed new policy. He would like us to be careful with any definitions. The definitions need to be easily remembered and certain thresholds would be required before restraints are needed. There are liabilities with restraining someone. Restraints would not be used for disciplinary reasons but to protect the student, other students or staff members. He understands that we cannot be too specific with the policy.

Mr. Jonaitis stated Special Education students requiring restraint use would have something in their IEP's or behavioral plans. He does not want to see this being used for the general student population. There should be two parts to this policy.

Mrs. Vayda stated we can look at this again.

Ms. Hall stated this policy would apply to the general student population. This is a means of identifying behavioral concerns or students that should have an IEP or behavioral plan in place. The behavior that would require this action would be a trigger and not the end result. This could apply to any student.

Mr. Fealy added that is what he was asking about. Ms. Hall added we are not talking about discipline. We are discussing the students that we have received way too many e-mails about.

Mr. Drezek stated the Student Issues Committee will reconvene and will further discuss this policy before we bring it back for a second reading.

Mr. Jonaitis would like the committee to meet later in the day and not at 11:00 AM. He would like to attend but cannot attend during the day. Mr. Grady asked Mr. Jonaitis to let us know what time you are available to meet. Send us an e-mail with your availability.

Mr. Grady asked for a roll call vote for a first reading as presented. This policy will be reviewed at an upcoming Students Issue Committee and changes will be made to the policy for Board members to view for a second reading. This is a starting point for this process.

A vote by **roll-call 7-0-0** passed unanimously.

c. Action if any, Regarding Adopting Educator Evaluation & Support Plans

Mrs. Szewczak moved, seconded by Mrs. Leblanc that the Enfield Board of Education approves the Teacher and Administrator Evaluation Plans as presented.

Discussion:

Mr. Jonaitis asked who the 12 members that contributed to this plan were. Dr. Schumann stated administrators and teachers worked on the teacher evaluation plan. The administrators worked on their evaluation plan along with central office personnel.

Mr. Jonaitis asked if they have done any observations or how this plan has been accepted by the teachers. Dr. Schumann stated it is a steep learning curve. We are in the process of implementing this plan and are holding professional development workshops regarding this. We are working on the learning plans and the objectives by the deadlines. Principals and administrators have been observing staff.

Mr. Jonaitis asked if this is a trial run during this school year. Dr. Schumann stated this is our plan. We do not have any base-line data for the 45% which is required for student performance data. You will need a base-line year to measure progress made for the next year. The State understands that base-line data will not be given for the first year.

Mr. Jonaitis asked for the answer to his original question. Dr. Schumann stated the plan is live. We will not be able to implement all of the pieces to the equation for the first year without a base-line for student performance.

Mr. Jonaitis asked if this plan came from the State. Dr. Schumann stated this plan was

created by us with Revision Learning. The default would be the State SEED plan. We submitted our plan to the State and they returned it back to us on September 11th stating that our plan met all of their requirements.

Mr. Jonaitis would caution you that there is a tremendous amount of confusion amongst our newer teachers.

Ms. Hall asked what is different or better with our plan compared to the SEED plan.

Dr. Schumann asked both Ms. McKernan and Mr. Coccia to address any Board member questions regarding the Educator Evaluation and Support Plans. They have both worked on this plan with staff.

Ms. McKernan stated the differences with the SEED plan and our plan is the number of observations. The committee reduced the number of observations with the Enfield plan. The SEED plan had too many observations. We created our own rubric for an evaluation which shows exemplary practice, effective practice, developing practice and below standard practice. We discussed what happens in a classroom and what makes a lesson an exemplary practice, an effective lesson and what is a below standard lesson. The greatest difference would be the number of observations and the ability to create our own rubric. We used the State's model for input and other frameworks from our consultant from Revision Learning. The overall structure of the plan conforms to the State's frameworks and guidelines.

Mr. Jonaitis stated 12 staff members came up with this plan to determine the quality of a lesson. Ms. McKernan stated in the past when staff members were observed, there wasn't a rubric for the evaluator to use. Now all evaluators will use a customized rubric for the lesson.

Mr. Jonaitis is scared by this. When evaluating a lesson versus a class, there is such a world of difference. A lesson needs everything to go perfectly. It is almost like a show with the teacher being the director.

Dr. Schumann added that one of the theories behind this plan is that an observer will see different things. The teacher will be observed multiple times during the year. A discussion can be held regarding what was seen or not seen during the observation. The teacher will be given an opportunity regarding all of things that the committee feels are important to be an effective teacher. There will be opportunity for our teachers to let the observers know that they have a handle on the required aspects.

Mr. Jonaitis would hope that there would be consideration for the newer teachers. They are tuned into I must do this and that. They do not know how to get out of the box yet. They will learn from mistakes or by doing something differently.

Mr. Fealy asked if the rubric needs to be objective and not subjective.

Mr. Jonaitis would like the newer teachers to feel comfortable with this and to not be uptight about the process so it affects their teaching.

Mr. Sirard asked about the cost of the SEED program and the cost of our new evaluation program. Has a cost analysis been done?

Dr. Schumann stated we are only implementing this with staff in grades 6-12 where we have multiple administrators in each building. Our costs will not be any different than what we have incurred in the past. Our STEAM and Humanities Coordinators will assist us with observing a full load of teachers. We will be challenged when we evaluate the elementary teachers. We discussed this during our budget season last year. We will need to continue this

discussion with this year's budget talks. There will be costs to implement this district-wide.

Ms. Hall stated this process is to assist the newer teachers to become better teachers. This will provide us with what we already know – we have great teachers in Enfield. We all believe that we have a strong teaching staff. This plan is not intended to be punitive in any way.

Ms. Hall asked if after an observation will there be a discussion with the evaluator so they can be given feedback immediately or must they wait. Ms. McKernan stated the observer will provide the teacher with feedback in a timely manner. Formal observations will be in writing.

Ms. Hall added that a shared discussion would be more important than something in writing.

Ms. McKernan added that the plan is designed to help teachers grow and there are multiple opportunities to do this along the way. The rubric is structured this way.

Mr. Grady stated we have had a lot of changes in our district along the way. We need to give this a chance and see how it is working. Can we make changes to this plan if needed? Dr. Schumann stated changes can be made at any time as long as we bring the changes to the Board for approval. We would then send the revised plan to the State to make sure we still comply with them.

Mr. Jonaitis does not believe this plan will be punitive with the newer teachers. The plan puts them on the edge. If you want a newer teacher to improve quickly, it may need to be done from within. By watching and observing other teachers teach, a newer teacher can learn a lot. He feels this is a much better idea than doing something that is so costly. If our test scores plummet, then we have a serious problem. He is not in favor of this plan.

Mr. Grady stated we do not have a choice with this. This is something we must do.

Mrs. Szewczak stated that she is pleased that we have taken the initiative and written our own plan that will show how our teachers perform and it will be reflected with our students. She will vote in favor of this plan.

Mr. Sirard is also pleased with the nice job that was done with creating this plan. He is not in favor of doing this but understands why we need to implement this. He wished that we had a choice but we do not. Thank you for the work that you have done. Ms. McKernan will pass your thanks onto committee members. They worked very hard on this plan.

Mr. Jonaitis stated parent surveys will count for 10%. He is concerned with the grade 6 students and parents. This is a tough year for some students. Some parents will have very negative feelings toward some of the teachers at first. By the time they leave middle school, parents are heaping with praises. He would be very leery with these surveys.

Mr. Jonaitis asked about the teacher effectiveness counting for 5%. Ms. McKernan stated this is for the teacher's growth that is part of the administrator evaluation. The administrator will be evaluated by this one part.

Mr. Jonaitis asked if the teachers can offer evaluations about the administrators. Ms. McKernan stated there is a feedback section. Mr. Jonaitis feels teachers should have a 10% input on the administrator's evaluations.

Dr. Schumann stated parent surveys will be given to all parents and it will be a collective factor that will be given to all teachers. Every teacher will be given the same rating for the entire school. If all the parents feel the school is doing well, the rating will reflect that. It is not individualized for each teacher.

Mr. Jonaitis does not understand why teachers cannot give feedback for the administrator's evaluations. He will not support this because of the fact that teachers will not be given the opportunity to provide feedback for the administrator's evaluations.

A vote by roll-call 6-1-0 passed with Mr. Jonaitis in dissent.

Motion to Suspend the Rules and move Item #10d after Item 16:

Mrs. Szewczak moved, seconded by Mr. Fealy that the Enfield Board of Education suspend the rules and move Item #10d Action if any, Regarding Ratifying the Cafeteria Municipal Employees AFSCME Local 1303-46 Contract until after Item 16.

A vote by show-of-hands 7-0-0 passed unanimously.

11. BOARD COMMITTEE REPORTS

Ms. Hall reported that the Curriculum Committee met but she is not prepared to discuss this item at this time. Board members received the minutes in your weekly update.

Mr. Grady reported that the Student Issues Committee met last week and we discussed the restraint and physical use policy that was presented tonight. We also discussed BYOD (bring your own devices). We are looking for some additional information so this item is still pending.

Mrs. Szewczak stated the Executive Committee will meet during our executive session.

12. BOARD MEMBER COMMENTS

Ms. Hall stated last week legislators and various educator representatives met and discussed using a common calendar for 2015. They will produce a report with their findings in January. CREC Council will also discuss this topic with towns within the region. This may work in the southern part of the State and has produced some cost savings but could potentially create problems for other areas. This could be another mandate and Board members should pay attention to this.

Ms. Hall stated the Robotics group is feeling very frustrated because they have not started their process yet due to rules that they were not aware of. She is not aware of the discussion that Dr. Schumann and Chairman Neville had. We need a rapid response to this. They have missed several exhibitions and tournaments. They feel they are being restricted above and beyond what the other extracurricular groups have. We have been very proud of BUZZ since it first started. It has been the best public relations tool for the Enfield Public Schools for years. Since we started holding Board meetings in Council Chambers, we have not seen BUZZ perform. Prior to moving Board meetings, we would see a demonstration from BUZZ every year in the JFK café. The Town Council has spent more time than the Board has with BUZZ. This is bad for us. We receive news letters from BUZZ that are very positive. The Board as a group has not heard about the problems they have encountered. One change has been made to offer a stipend for the club advisor. This is an important issue that we need to solve immediately. She understands that Dr. Schumann is working on this.

Ms. Hall stated that Board members have received a booklet regarding our full day kindergarten program. This document was made by us and is well worth reading it. The Graustein Foundation has made positive comments about this and how well it represents their focus on early childhood education.

Ms. Hall stated this year we will be using a different method for testing with common core.

Testing will also be done with computers. This will be new and our students will not be totally comfortable with this method at first. As a result of this, our test scores may be lower than what they have been in the past. We need to warn everyone that this may be possible. This does not mean that they are not well educated. It simply means they may not be as prepared to take these tests the new way using computers. If test scores reflect this, we should not be dismayed.

Mr. Jonaitis would like to ask Ms. Hall a couple of questions regarding her comments. What are the savings the schools in the southern part of the State will see with a common school calendar?

Mr. Grady asked Mr. Jonaitis to ask this question at a later time so we can proceed with Board member comments.

Mr. Jonaitis stated he has the right to ask questions. Mr. Grady stated we are not supposed to go back and forth during Board member comments. Mr. Jonaitis strongly disagrees with this.

Mr. Sirard stated he is looking forward to the Jack-O-Lantern Festival. He attends this every year with his children. It is absolutely beautiful thing to see at night. He hopes to see everyone there.

Mr. Sirard stated he is not comfortable with common core. He has had discussions with other families regarding the new math as he refers it as the family destructive math. We are learning things that we have never learned before as adults. He has experienced this in his own home. Families are adapting to this. Enfield Public schools has done a great job with our current system and have produced some really smart prepared students. He knows we need to evaluate our staff. The system may not have been perfect but it was not broken. This is another State mandate and he has concerns with the new evaluation plan and common core. He asked everyone to do their homework and let us know how you feel about this. This is the time to say something about this. He feels sorry for our students that will be placed into higher standards. New programs should be eased in. Why not ease this in by starting with our Kindergarten students. This is poor planning by the State with common core.

Mrs. Szewczak wished Mr. Sirard a Happy Birthday. She attended Enfield High School's National Honor Society Induction Ceremony where 36 students were inducted into honor society. They now have 56 students in the EHS honor society.

Mrs. Szewczak participated in the river cleanup. She asked Enfield residents to please participate with our trash pickups and to not throw your trash by the river. Be courteous to Mother Nature. She also participated in the Solar Tour. If you have an opportunity, please visit some of these homes. They have gone to extraordinary means to make their homes energy independent. You will be truly amazed. She also attended an EHS Field Hockey game. It was quite exciting – go Raiders!

FHS Student Representative Katie Saltzgiver asked Ms. Hall if grade 11 students would be taking tests on computers or will it be for next year. We are under the assumption that this will take place during the next school year.

Dr. Schumann responded by stating the students in grade 10 will take the Science Test and the grade 11 students will take the Language, DPT and Math Tests during this school year.

Mr. Jonaitis would like to note the Ms. Saltzgiver was able to ask a question. Mrs. Szewczak stated this was done during her comments.

Mr. Jonaitis asked about the computers that are coming out of JFK. A lot of the laptops are

being given to the elementary schools. Dr. Schumann stated we are upgrading the computers at the secondary schools and are moving some of the older computers to the elementary schools. Some of the secondary schools would prefer to keep their laptops. So we are giving them a choice. Some of the elementary schools will receive newer devices.

Mr. Jonaitis would like to know when the search for hiring a permanent principal and housemaster will begin at JFK. He would also like to start a detailed discussion regarding the use of the Fermi building as a possible vocational program and the possibility of moving some of the upper elementary schools there.

Mr. Jonaitis asked about the shortage of SSO's. Dr. Schumann stated we are short 7 permanent SSO's. We are still conducting interviews.

Mr. Jonaitis added that he is not in favor of the new evaluation system. He is also interested in knowing the cost of printing the full day kindergarten booklets. Dr. Schumann stated he would get that information for Mr. Jonaitis.

Mr. Jonaitis is not in favor of common core as mentioned so eloquently by Mr. Sirard.

Mr. Jonaitis would be interested in seeing what the communities in the southern part of the State are doing to save money with a common calendar. If there is something we can do to save money, he would love to hear about it.

Mr. Jonaitis added that this is the first he was hearing about concerns from the Robotics group. If test scores are going to go down due to common core, they will go down across the State.

Mrs. LeBlanc stated she would like BUZZ Robotics to receive the necessary feedback and for this to be resolved quickly as mentioned by Ms. Hall. She also had no idea of what was going on until someone reached out to her also. She echoes everything Ms. Hall stated regarding BUZZ Robotics and resolving this quickly.

Mrs. LeBlanc stated that Eli Whitney will hold a Monster Mash will be held on Friday, October 25th. She believes all of the intermediate schools will all hold Halloween parties on this night. Eli Whitney will have school pictures taken on Thursday, October 10th. She also echoed EHS Student Representative regarding the Safe Grad Auction being held on Saturday, November 2nd.

Mrs. LeBlanc attended the Rachel's Challenge event at JFK. It is a great program. Over 100 students attended. Her daughter attended the EHS program and she referred to it as being intense. She believes 100 students can make a chain reaction. There are 1,200 students at JFK. She would love if 100 different students could attend over the 5 days. It would have such an impact over the entire school system. She would like more students to experience this program. This is such an important program. She also attended the evening event that was put on by the Town. If you weren't able to attend, she encourages you to research this. Seeing this program the second time still affected her the same way. This is such a phenomenal program.

Mrs. LeBlanc stated recently another tragedy occurred in Enfield that affected two families. The outpouring of the community and the students has been incredible. They have been fundraising for this family. This is what makes Enfield so great. This makes me so proud of Enfield.

Mr. Fealy stated he attended a benefit for Hope Hart. He applauds those individuals that have taken charge of coordinating these kinds of events. They raised over \$1,000 for the Hope Hart

Scholarships. Thank you for your efforts.

Mr. Fealy agrees with what Mr. Sirard stated tonight and also urged everyone to do the homework regarding common core. It might not be a bad idea to get your children out of the public schools by the fifth grade. They are your children and you can make up your own minds. Do not give them up to the State.

Mr. Fealy stated the evaluation system and observations for the SEED program is to make teachers better. There is a punitive end to this. An engaged teacher that cares about the students before the politics and policies can really make a big difference. He wants to publically thank Mr. Coccia for being the difference with both of his sons. He thanks you personally and publically for the job you have done.

13. APPROVAL OF MINUTES

Mr. Fealy moved, seconded by Mrs. LeBlanc that the Regular Meeting minutes of September 10, 2013 be approved. A vote by **show-of-hands 6-0-1** passed with Mrs. Szewczak abstaining.

Mr. Jonaitis asked if Board members can vote yes even if they were not present. He watched the meeting on TV. Mr. Fealy stated you can vote on the minutes based on what you watched on TV. Mr. Grady also agreed with Mr. Fealy.

14. APPROVAL OF ACCOUNTS PAYROLL

a. For the Month of July 2012/13

Mrs. LeBlanc moved, seconded by Mr. Sirard that the Enfield Board of Education accept the superintendent's certification as follows: "I hereby certify that in the month of July, total expenditures amount to \$1,193,052.23, broken down between payroll totaling \$3,499.26 and other accounts totaling \$1,189,622.97. 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 **roll-call 7-0-0** passed unanimously.

For the Month of July 2013/14

Mrs. LeBlanc moved, seconded by Mr. Sirard that the Enfield Board of Education accept the superintendent's certification as follows: "I hereby certify that in the month of July, total expenditures amount to \$708,625.27, broken down between payroll totaling \$411,280.54 and other accounts totaling \$297,344.73. 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 **roll-call 7-0-0** passed unanimously.

b. For the Month of August 2012/13

Mrs. LeBlanc moved, seconded by Mr. Sirard 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 \$774.87, broken down between payroll totaling \$.00 and other accounts totaling \$774.87. 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 **roll-call 7-0-0** passed unanimously.

For the Month of August 2013/14

Mrs. LeBlanc moved, seconded by Mr. Sirard 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 \$1,451,988.81, broken down between payroll totaling \$379,181.36 and other accounts totaling \$1,072,807.45. 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 **roll-call 7-0-0** passed unanimously.

c. Line Item Transfers, if any - None

15. CORRESPONDENCE AND COMMUNICATIONS

Mrs. Szewczak reported that Board members received an invitation to attend the Veteran's Day Parade on November 10, 2013; CABE Correspondence, Phone Directory, Invitation to attend the Hazardville Family Resource Center Open House and Full Day Kindergarten Brochure.

Ms. Hall asked Board members if they would like for her to represent the Board as she has done in the past at the Delegate's Assembly unless someone else would like to attend. Delegates help to determine the program for the legislature. This year, there will be modifications to the By-laws. She is also hoping that someone else will pay attention to what is going on outside of Enfield during the next Board term. Two of the best sources can be found by following CREC and CABE. If any Board member would like to consider being a CREC Council Member, you can find out information by going to the www.crec.org website and search for "Council". You will find as much information as you would like about the CREC Council. She would like to represent Enfield as our representative. In the past it has been handled very informally and the Chair has appointed her.

Mr. Fealy stated that he would also be interested in attending.

Mr. Grady would like this item to be placed on the next BOE agenda for Board approval.

16. EXECUTIVE SESSION

Mr. Fealy moved, seconded by Mrs. Szewczak that the Board enters into Executive Session for:

- a. Matter(s) Related to Personnel
- b. Matter(s) Related to Collective Bargaining

A vote by **show-of-hands 7-0-0** passed unanimously at 8:50 PM.

The Board reconvened to the Staff Lounge for the Executive Session. Joining the Board in Executive Session were Dr. Schumann and Mr. Drezek.

The Executive Session ended at 9:18 PM. No Board action occurred while in Executive Session.

Return to Public Session:

Board members agreed to address Item 10d. Action if any, Regarding Ratifying the Cafeteria Municipal Employees AFSCME Local 1303-46 Contract.

Ms. Hall moved, seconded by Mrs. LeBlanc that the Enfield Board of Education accepts the TA and the Ratification of a new Three-Year Contract between the Board and AFSCME Local 1303-46 Cafeteria Employees as presented.

A vote by **roll-call 7-0-0** passed unanimously.

17. ADJOURNMENT

Mr. Sirard moved, seconded by Mr. Fealy to adjourn the Regular Meeting of October 8, 2013.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:20 PM.

Donna Szewczak
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary