

**UNAPPROVED MINUTES OF A REGULAR MEETING OF THE  
WINDSOR BOARD OF EDUCATION  
NOVEMBER 17, 2009**

**THE FOLLOWING ARE THE UNAPPROVED MINUTES OF THE TUESDAY, NOVEMBER 17, 2009 REGULAR MEETING OF THE WINDSOR BOARD OF EDUCATION. ANY ADDITIONS OR CORRECTIONS WILL BE MADE AT A FUTURE MEETING.**

**09-157      CALL TO ORDER, PLEDGE TO THE FLAG AND ONE MINUTE OF PRAYER OR SILENT MEDITATION**

A Regular Meeting of the Windsor Board of Education was held on Tuesday, November 17, 2009 in the Council Chambers at Town Hall. President Milo Peck called the meeting to order at 7:02 p.m. Present were: President Milo Peck, Vice President Christopher McAuliffe, Lucille Browne, Craig Cooke, David Gay, Howard Jubrey, Jr., Jody Lefkowitz, Paul Panos, Doreen Richardson, Cristina Santos, Robin Sorensen, Christopher Watts, Frank Williams, Student Representative Sharon Sau, and Superintendent Elizabeth Feser.

**09-158      RECOGNITIONS/ACKNOWLEDGEMENTS**

Dr. Feser, President Peck, Mr. Cavaliere and Mr. Sills presented the Connecticut Association of Public School Superintendents (CAPSS) Student Awards to the following students:

Windsor High School

- Community Service: Sharon Sau
- Academic Excellence: Krisela Karaja
- Leadership: Hung Do

Sage Park Middle School

- Community Service: Jonathon Mejias
- Academic Excellence: Dillon Vibes
- Leadership: Amber Johnson

President Milo Peck and Mr. Sills, Windsor High School Principal, accepted a check in the amount of \$3,560 from the Class of 1969. The check was presented by Ms. Lorraine Valente Veilleux, Susan Zorro and Nancy Teed St. Pierre. These monies were raised through fundraising efforts by the 40<sup>th</sup> Reunion Committee and will be used to fund the Windsor High School Wireless Clock Foundation, which will synchronize the clocks in the High School. Absent Committee members were: Barry Griffin, James Bennett, Donna Neri-McCusker, Richard Neiderwerfer, and Michael Plunge.

Dr. Feser acknowledged the Windsor Education Foundation fundraiser, Paws for a Cause, which was a huge success. The auction raised over \$24,000 and all monies will recirculate into the Windsor Public School System, in some fashion. Although neither were present, Dr. Feser

thanked both Mary Hogan, President and Jane Garibay, Past President, for all of their hard work and efforts.

Dr. Feser advised that she received a call from the Commissioner's Office today regarding the transportation to and from the Hartford Magnet Schools. Although there were problems with funding the transportation, it has been taken care of. CREC will assume the responsibilities for the transportation contract.

**09-159      AUDIENCE TO VISITORS**

None.

**09-160      STUDENT REPRESENTATIVE REPORT**

Ms. Sharon Sau, Windsor High School senior, provided the report to the Board. The High School had a very successful "Spirit Week" two weeks ago, with no dress code violations or concerns. The Homecoming Dance had over 100 students in attendance. The fall sports season is coming to an end, with the Swim Team State Meets being held on November 18<sup>th</sup> and the final Varsity Football game being held on November 25<sup>th</sup>.

As the first quarter comes to an end, the students seem to be happy with their grades.

The Drama Club is practicing for their production, an Evening of One-Acts, scheduled to be held on December 4<sup>th</sup> and 5<sup>th</sup> at 7 pm in the High School auditorium. The ticket price is \$8.00. The Band will hold their Winter Concert on December 17<sup>th</sup> at 6:30 pm in the High School auditorium.

The High School students are concerned about having a full day of classes during the week of mid-terms. They feel it will be too stressful to have a full-day of class during that week and that they would not have ample time to study for the tests. It is believed that this would cause additional disruption for the teachers as well, since they would need to create an agenda for that week and it would be more difficult for them to grade all of the tests in a timely manner.

There were no questions from the Board.

At 7:35 pm President Peck called a brief recess to acknowledge award recipients and 40<sup>th</sup> reunion members. At 7:45 pm President Peck called the meeting back to order.

**09-161      SUPERINTENDENT'S REPORT**

**a. Elementary School Task Force Update**

Mr. Curtis, Task Force Chair, welcomed the "new" board and provided an update on the Elementary School Task Force. There have been three workshops scheduled, two of which have already taken place. The first workshop was held on September 30<sup>th</sup> at Sage Park Middle School. This meeting was a forum in which the community was able to share their views and concerns of the Elementary Schools. The second workshop was held on October 28<sup>th</sup> and

allowed the community to look at possible alternatives for the set-up and operation of the Elementary Schools. The final workshop is scheduled for December 2<sup>nd</sup> at 6:30pm at Sage Park Middle School. This workshop is also open to the public, and is designed to shape the recommendations discussed at the previous two workshops. The outcome of this final meeting will be brought to the members of the Board of Education for discussion of long range options for operating the elementary schools.

There were no questions from the Board.

President Peck thanked Mr. Curtis for his service and leadership on this Task Force. He also reminded the public the importance of attending these workshops and that providing suggestions and feedback was a track for getting viable suggestions to the Board for consideration.

#### **b. District and School Improvement Plans for NCLB**

Dr. Robin Sorensen provided the Board with the revised 3 year No Child Left Behind (NCLB) District and School improvement plans and approach (2009 – 2012). She advised that last year, Windsor was part of a consortium, in which they participated in a self-assessment process under the guidance of the State Department of Education. In that assessment, areas of “need improvement” were narrowed down and specific work was targeted. One of the goals is to increase reading and mathematics proficiency for students in grades 3 – 8 and in grade 10 by 15% by 2012, as measured by CMT and CAPT, while reducing the disparities in performance among subgroups. Ms. Sorensen advised that these calculations are not arbitrary, and they are used in discussions on reducing the gap between different student groups (i.e. minorities, learning disabilities, English as a second language (ESL), etc.). The plan includes focusing attention on adults being engaged using data plans; analysis; prioritizing most urgent needs; and, using instructional practices to assess students as they are learning rather than waiting until the end of the year.

Questions from the Board followed.

A motion was made by Mr. McAuliffe, and seconded by Mr. Paul Panos, to accept the District and Clover Street School Improvement Plans for 2009 – 2012.

Motion Passes 6-3-0 with Mr. Jubrey, Ms. Richardson and Mr. McAuliffe voting no.

#### **c. Windsor High School Program of Studies 2010 – 2011 – Proposed Changes**

Mr. Russell Sills and Ms. Eileen Blair presented the Board with 4 proposed changes to the Windsor High School Program of Studies for 2010 – 2011.

1. Split the AP United States Government and Politics and AP Comparative Government into 2 separate courses. Presently, these courses have been taught simultaneously, combined into 1 class; however, the students have taken both exams. In splitting this course into 2 separate courses, there will be a greater focus on the study of democracy and it will enable the course to meet the State’s Civics requirement.

2. Drop Problem Solving 2 as a course. This course has not been taught for several years. It was originally designed to assist Juniors who did not pass the math portion of the CAPT exam. The support it was intended to provide is now being provided through other structures/courses such as the Math Lab, the Algebra I Lab, and the Learning Lab. Also, the Math sequence has been restructured so that all students should have had Algebra I and Geometry prior to taking the CAPT exams.
3. Change the course name for Drama I to “Introduction to Theater” and change the name of Drama II to “Drama”. The name changes better distinguish the two courses.
4. Change in the Band Program. A description stating “Members of this ensemble must attend one after school rehearsal a week during the months of September and October and one evening rehearsal a month November – June” has been added to the course study description for Concert Band, Jazz Ensemble, and Symphonic Band.

A motion was made by Mr. McAuliffe, and seconded by Mr. Paul Panos, to accept the changes to the 2010 – 2011 Program of Studies course descriptions.

Motion Passes 8-0-1, with Ms. Santos abstaining.

**09-162      EXECUTIVE SESSION**

President Peck proposed the Board into Executive Session to discuss ratification of collective bargaining agreements between the Board of Education and the Windsor Educators Association and between the Board of Education and the Windsor School Administrators and Supervisors Association, before taking possible action in the public portion of the meeting. There were no objections.

10:05 pm the Board completed the Executive Session and Vice President McAuliffe moved to ratify the Board of Education/Windsor Education Association Agreement three year contract covering July 1, 2010 through June 30, 2013. This motion was seconded by Mr. Paul Panos.

Motion Passes 8-0-1, with Mr. Panos abstaining.

Vice President McAuliffe moved to ratify the Board of Education/Windsor School Administrators’ and Supervisors’ Association Agreement two year contract covering July 1, 2010 through June 30, 2012. This motion was seconded by Mr. Paul Panos.

Motion Passes 8-1-0, with Ms. Santos voting no.

**09-163      SUPERINTENDENT’S REPORT**

**d. Strategic School Profile FY 08-09**

Dr. Robin Sorensen and Ms. Jody Lefkowitz provided the Board with the 2008 – 2009 Strategic School Profiles. It is mandated by the State of Connecticut that this information be brought to the Board at the first regularly scheduled meeting following receipt of the documents. These documents were received on October 30, 2009.

This report compares school districts across the State and includes data from many years. Each year, the State changes the way in which the data is reported as well as what data is actually captured, which makes it challenging to gather the information accurately.

Questions from the Board followed.

A motion was made by Mr. McAuliffe, and seconded by Mr. Paul Panos, to extend the meeting time to 11 pm as it was 10:35 and there were still many agenda items to address.

Motion Passes 9-0

**e. Capital Improvement Plan**

Mr. Frank Williams provided a brief overview of the town wide improvement plan for 2011 – 2016. Mr. Williams stated that together with George Greco and the Engineers, priorities were established for each building's infrastructure. A summary page with project name, project number, cost and fiscal year completion date was provided.

Questions from the Board followed.

Mr. McAuliffe made a motion to accept the Capital Improvement Plan for the fiscal years 2010 – 2015 and subsequently approve the submission of this plan to the Town to be incorporated in the Town of Windsor Capital Plan. Mr. Howard Jubrey, Jr. seconded the motion.

Motion Passes 9-0

**f. Other**

None.

**09-164      CONSENT AGENDA**

Mr. Christopher McAuliffe made a motion, seconded by Ms. Cristina Santos to adopt the consent agenda with the following exception of items b.(Enrollment Report); e.(Immigrant Children and Youth Grant Program); and, f. (Other).

Motion Passes 9-0-0

**a. Financial Report**

No Discussion.

**b. Enrollment Report**

Mr. Frank Williams explained to Ms. Santos that the 41 students enrolled at Roger Wolcott for the Pre-K program are not in the classrooms for an entire day. The class number varies. Typically, when a child reaches age 3, if they pre-qualify they generally enroll at Roger Wolcott.

**c. Food Services Report**

No Discussion.

**d. Human Resources Report**

No Discussion

**e. Child Rearing Leave Request**

Mr. McAuliffe made a motion to accept the Child Rearing Leave as requested. This motion was seconded by Ms. Santos.

Motion Passes 9-0-0

**f. Immigrant Children and Youth Grant Program**

Dr. Sorensen advised that it is uncertain as to what will happen with this program after 2011. The long-term focus is dependent upon the number of English as a second language (ESL) students in the district. We may continue to be eligible to receive this grant in the future, or the funding for this grant could be cut. Without the grant; however, it will be impossible to continue to run this program. The practices are in place with these grant monies and we will figure out the future when necessary.

Mr. McAuliffe made a motion to accept the grant application. This motion was seconded by Mr. Panos.

Motion Passes 9-0-0

At this time, Mr. Watts made a motion to extend the meeting time to 11:15 pm as there were still agenda items to address.

Motion Passes 9-0-0

**g. Other**

No Discussion

**09-165      BOARD OF EDUCATION**

**a. Committee Reports**

No Reports:    Finance Committee  
                  Policy Committee  
                  Board of Education Assessment Committee  
                  Joint Board of Education/Town Council Committee

Mrs. Doreen Richardson reiterated that the next Long Range Planning Committee workshop will be held at 6:30pm on Wednesday, December 2<sup>nd</sup> at Sage Park Middle School. She added that following the workshop, she would like to schedule a meeting to get an understanding of what needs still require attention.

**b. Other**

None.

**09-166      APPROVAL OF MINUTES**

Mr. McAuliffe made a motion, seconded by Mr. Panos, to approve the minutes of the following meeting dates:

October 20, 2009      (Regular Meeting)  
November 9, 2009    (Special Meeting)

Corrections made to the Regular Meeting of October 20, 2009 are as follows:

- Pg. 1 – 09-143 – Town Council Liaison - “No Discussion” change to read “No Report”.

Corrections made to the Special Meeting of November 9, 2009 are as follows:

- Windsor Board of Education Appointments page has Ms. Cristina Santos’ name spelled incorrectly throughout.

Motion Passes 9-0-0

**09-167      OTHER MATTERS/ANNOUNCEMENTS**

- a. CAFE Conference  
Friday, November 21 and Saturday, November 22
- b. Elementary Schools Community Workshop  
Wednesday, December 2, 6:30 pm, Sage Park Cafeteria
- c. Next Regular Board Meeting

- Tuesday, December 15, 7 pm, Council Chambers  
c. Traces of the Trade – Film of Catrina Brown’s family history  
Thursday, November 19, 6 pm, Sage Park Middle School

**09-168      AUDIENCE TO VISITORS**

None.

**09-169      ADJOURNMENT**

Vice President Christopher McAuliffe made a motion, seconded by Mr. Christopher Watts to adjourn the meeting at 11:15 p.m.

Motion Passes 8-0-0

Respectfully submitted,

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Doreen Richardson, Secretary  
Windsor Board of Education