

**EAST HAVEN PUBLIC SCHOOLS
JOINT POLICY & BYLAWS/CURRICULUM & INSTRUCTION
SUBCOMMITTEE MEETING
EAST HAVEN HIGH SCHOOL BOARDROOM
35 WHEELBARROW LANE
EAST HAVEN, CONNECTICUT 06513**

**TUESDAY, OCTOBER 4, 2011
6:00 P.M.**

PRESENT: Mr. DeNuzzo, Mr. Hennessey, Mr. Pompano and
Mr. Scalesse

ABSENT: Mrs. Kluth and Mr. Palladino

ARRIVED LATE: Mrs. DePalma (6:35 p.m.)
Mrs. Vineyard (6:35 p.m.)
Mrs. Maisano (7:10 p.m.)

ALSO PRESENT: Mr. Serio, Superintendent of Schools
Mrs. Forti, Assist. Supt. of Curriculum & Instruction
Mrs. Acquarulo, Director of Pupil Services

1. OPEN MEETING

Mr. Scalesse called the joint Policy & Bylaws/Curriculum & Instruction Subcommittee meeting to order at 6:08 p.m. in the Boardroom at East Haven High School.

2. Discussion of Revising Board Policies and Implementing Required CAGE Policies

Mr. Scalesse spoke about how most of the more recently updates of policies had been done around 2008 by Mr. Martorella. He found updating the policies difficult without being familiar with the policies and procedures at the schools. He stated they had put them into a format that someone could go in to edit them. Mr. Scalesse spoke about those policies required revisions and

those that did not. CABE sends out the updates on those policies which were required and puts them in compliance with the law and those that were just recommendations. As of July 1st, there was a new bullying law. Mr. Scalesse handed out a list of those policies that were currently being recommended with a “yes” or “no” next to them if they were required or not required. The Board then proceeded to review those items that were marked with a yes. Mr. Serio stated all of this is new. Mr. DeNuzzo asked Mr. Serio if he had any input. Mr. Serio stated that he thought they were adding more responsibility to the Superintendent and here were only two people in Central Office. Mr. Serio explained that there was some discussion at the last Board meeting and some dates were thrown out. The maintenance trucks would go home during that season and the rest made sense but there were a few glitches.

There was discussion regarding the maintenance vehicles and how many were available during the winter to plow snow. **There were four vehicles plus one that the courier used, and there was also the possibility of using a dump truck that Public Works would let the Board of Education use. Mr. Pompano offered to check into this. Mr. Serio asked him to go ahead and check into it.**

There was discussion regarding a policy on the trucks and Mr. Serio explained that normally when there were changes made, he ended up with a grievance and more times than not, they (the union) wins the grievance and it costs us more money. Mr. Serio spoke about the age of the vehicles and how they had gone through three transmissions last year. The vehicles ranged from 2002 to 2006. Perhaps they should think about starting the process up again and purchase the trucks at different times so they had newer vehicles.

There was discussion on Purchase Services and emergency expenditures. Mr. Serio stated he would send an email out to all Board members if there was an emergency expenditure and get feedback from them.

Mrs. Maisano and Mrs. DePalma arrived at 6:35 p.m.

Mr. Pompano thought they should add in a provision regarding emergencies. **Mr. Hennessey thought that this policy had more to do with payment and not making a purchase. It was two different things. This would be checked into.** Mrs. Acquarulo asked if this would go here or maybe in a different policy. Mr. Pompano thought that the renewal was a grey area and it should still come to the Board which was what was being said. Mr. Serio

stated if it was something that fell within the jurisdiction of the Charter -- things of that nature or price category vs. renewing the contract, they should bring it back to the Board before renewing the contract.

There was further discussion regarding how they should review their purchasing policy and payment policy. They should both match. Mr. Pompano stated it was the will of this Board that they needed to get Board approval. Mr. Hennessey said he would like to see that word "bids" taken out and put in purchases. Totally lock it down for a while.

Mr. Scalesse stated they needed to go over some of these and bring them back to the next meeting with an update for them.

Mrs. Forti stated that all of the policies that say "yes" would appear at the Board meeting for a reading. Mr. Scalesse explained again that this was just a CAFE policy and they had not revised them. He did not feel he had the familiarity with the system or the authority.

Mrs. Forti thought they should move the policy regarding Bullying along because the legislation changed in July and Mr. Scalesse added that there were things that needed to be implemented fairly quickly. They needed to get the plan ready and in all of the schools. Mrs. Acquarulo explained that the State had not given them a lot of direction as to what plans would be coming. Mr. Scalesse stated that what Tom Mooney sent them made it a lot clearer.

There was discussion on those who had attended training sessions and also on tapes that were available concerning bullying and cyber-bullying. Mrs. Acquarulo added that some of the tapes were national and not tempered for Connecticut law. The legal pieces were being written by the attorneys and they hadn't gotten them to the school districts yet. Mr. DeNuzzo was in favor of buying the disc.

There was discussion on the Lunch Charging Policy. Currently, there was no charging at the high school and the middle school. The elementary schools had a \$20 limit. The students were given a cheese sandwich if they had no money and they also received other food items that were given with the main

meal of the day. There was discussion on meeting with the parents and making sure the proper forms were filled out or updated if they were to receive free and reduced lunch. Parents could be notified and reminded by Connect Ed advising them of the timeline within the month. They needed to see if this worked or not and to reach out to those parents that needed help.

Mr. Pompano explained that all students in New Haven were on free and reduced lunch. All received breakfast and lunch every day for free. If 90% of the district qualifies for free and reduced, then everyone received it. The problem was getting the parents to fill out the paperwork and their forms were very, very user-friendly. It was one sheet with a couple of questions. Mrs. Forti added they were audited on only a random 5%.

The policy next discussed was the Green Cleaning programs for the schools. There was discussion on how only certain chemicals were used. **Mrs. DePalma wanted to tell our maintenance people at the high school not to smoke outside. They needed to smoke off the premises.**

There was discussion on what policies they would bring forward at the next meeting and they included bullying and green cleaning. **Mrs. DePalma raised the issue of policies changing in the student handbooks and not coming to the Board for approval. Mrs. Vineyard stated she might disagree with her on those. Mrs. DePalma stated that last year the Board was supposed to approve the attendance policy and they had yet to do that.**

Mr. Serio stated it had been brought to the Board; they definitely presented it. Mrs. DePalma said it came to the Board as a piece of paper. **They never had a subcommittee on it. She believed they were supposed to approve that policy. If a school wants to change a policy, they should at least present it. She did not want to be the last to know that a policy had been changed and the Board was the last to find out about it.**

Mr. DeNuzzo spoke about revising the policy for security at the schools. The last policy was done in February of 1997. Mr. DeNuzzo informed them that currently they had nine particulars and they had added 10 more. Mr. DeNuzzo proceeded to read the list of particulars.

Discussion ensued regarding security and how things had changed over the years. Entry of parents and others into the schools was discussed at length and how this should be handled was varied. Mrs. Forti suggested that this could be a policy that they brought back after reading it and reflecting upon it, and then discuss it at another meeting. Mr. DeNuzzo wanted to just ask if they were aware of incidents in schools where someone goes in and snatches a kid. He thought that without proper procedures in place and identification, including photocopying the license, no one had any idea of who they were etc.

It was suggested that they move on to the next item on the agenda.

Mr. Pompano left the meeting at this time.

3. CMT Presentation

Erica Forti presented the 2011 CMT scores. She outlined the AYP proficiency targets and discussed the confidence error the State uses to adjust for testing irregularities and error. A confidence interval was applied to the percent at or above Proficient to adjust for two sources of error which can potentially impact a school or district's AYP determination: 1) the fluctuation of the test takers from one year to the next; and 2) the inherent measurement inaccuracies of any test.

The result was an AYP determination. She stated that both Tuttle and Ferrara were both in Year 1 of In Need of Improvement. She highlighted the DRG G districts and the number of schools in each district that were in need as well as the year they were in need. Mrs. Forti provided an overview of the overall performance of the district from year to year in reading, writing and math and also in comparison to the State and DRG average. East Haven proficiency levels had declined in grade 3 this year when comparing to last year's grade 3 students. However, she showed that our vertical scale scores still showed academic growth in mastery of content across reading and math. There was discussion on the changing demographics of East Haven, but Mrs. Forti continued to state that regardless of language or economic background the single most influential factor on student achievement was the teacher. Mrs. Forti demonstrated the difference in looking at student data strictly from a proficiency level, to a growth model using vertical scale scores, and then at the student level using more disaggregated data by reading straw and subtest. BOE members recognized and understood the complexity in analyzing the data and making grouping and instructional decisions.

Mrs. Forti indicated that the data forces educators to ask some tough questions.

- Are our professional practices leading to improved student achievement?
- If so, how do we replicate this?
- If not, how do we change them?
- What evidence do we have to justify continuation of current practices?
- What is the risk of trying new practices?
- What is the risk of continuing our current practices?

The presentation was ended with a call to action outlining a deep focus on a few things including intense interventions, continuous monitoring of what is working and what is not, and refining assessments to get better information in a more systematic manner.

4. Any other business that might rightfully come before this subcommittee.

There was no other business this evening.

5. ADJOURNMENT

Motion to adjourn was made by Mrs. Maisano and seconded by Mr. Hennessey. Motion carries. Meeting adjourned at 9:05 p.m.

RESPECTFULLY SUBMITTED,

RESPECTFULLY SUBMITTED,

**CHARLES SCALESSE, CHAIR
POLICY & BYLAWS
SUBCOMMITTEE**

**PATRICIA DEPALMA, CHAIR
CURRICULUM & INSTRUCTION
SUBCOMMITTEE**