

Coventry Board of Education
Coventry, Connecticut
BOARD OF EDUCATION MEETING
Town Hall Annex
Approved Minutes of December 8, 2011

Members Present: Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Mary Minor, Secretary
Todd Cancelliere
Eugene Marchand
William Oros
Denise Ryan

Also Present: Taylor Vann, Student Board of Education Representative

Administrators Present: Dr. Paul Smotas, Interim Superintendent of Schools
Gregg Blackstone, Business Manager

Also Present: Carla Kennedy, Assist. Principal of Capt. Nathan Hale School; David Petrone, Principal of the Capt. Nathan Hale School; Michelle Mullaly, Principal of Coventry High School; Troy Hopkins, Principal of the G. H. Robertson School; Marybeth Moyer, Principal of Coventry Grammar School and several community members.

All motions are directed to the Coventry Board of Education.

I. CALL TO ORDER

By: J. Beausoleil at 7:30 PM
Place: Town Hall Annex

II. SALUTE TO THE FLAG

The Pledge of Allegiance was led by J. Beausoleil.

III. AUDIENCE OF CITIZENS

There were no speakers.

VI. REPORT OF THE SUPERINTENDENT

A. Information: Student Recognition- CHS Girls Volleyball Team

Dr. Smotas congratulated the team and coaches for their amazing accomplishment of winning the 2011 Class S State Volleyball Championship.

B. Information: Student Representative Update- Mr. Vann

T. Vann gave a summary of the winter sports teams for CHS. He said the exam schedule will be postponed by one week, pending Board approval. T. Vann said there was an AP/CAPT recognition ceremony. He said the Homecoming Dance will be this Saturday.

Dr. Smotas acknowledged the academic accomplishments of Coventry High School students. Mrs. Mullaly explained the Project Opening Doors Grant and how it has helped improve student achievement.

Dr. Smotas said every fall sports team was excellent and made the state tournaments. The teams and coaches will be recognized at a ceremony on December 19, 2011.

C. Information: 2011-2012 School Calendar Update

Dr. Smotas and Ms. Mullaly discussed the proposed changes made to the exam and marking periods on the calendar. The Board had consensus on the adjustments.

D. Information: Appointment of Interim Dean of Students for the Capt. Nathan Hale School

Mr. Petrone introduced Mary Perkins-Dobek as the new Interim Dean of Students for the Capt. Nathan Hale School. Ms. Dobek thanked the Board and Administration for the opportunity to work with them. Dr. Smotas welcomed Ms. Dobek.

E: Information: 2011-2012 Administrative Goal Presentation

Dr. Smotas reviewed the District-wide Goals for 2011-2012. He said the goals are focused on raising student achievement, improving expectations in school climate and communication, and retention and nurturing of staff. He said each school has used these goals to develop their own sub-goals.

1. Coventry Grammar School- Ms. Moyer

Ms. Moyer reviewed the specific goals for Coventry Grammar School, which are attached to these minutes. The main areas of focus are reading, increasing SRBI protocols, common core standards, increasing communication through use of website/e-newsletter, data collection, uniform phonics instruction for all staff; increased professional development, and working with the district reading council. She said they want every child to achieve the benchmarks at each grade level.

2. G. H. Robertson School- Mr. Hopkins

Mr. Hopkins said there is overlap among the school goals because of increased collaboration and thanked Dr. Smotas for guiding the administration to work together on their goals. Mr. Hopkins explained the goals for GHR, which are attached to these minutes. He said they are focusing on an improved instructional strategy and developing common grade-level vocabulary and increased student motivation to read. He said they are working on common core standards, expanding SRBI in social/emotional areas with the Spike CARES program.

Mr. Hopkins said the GHR staff read *Lost at School*, and are using the strategies from it. He said they are working on CALI and data collection and student work as evidence for achievement. He said they are also looking to improve CMTs in all areas. He said teachers present to faculty what they learned at their off-site training/professional development.

3. Capt. Nathan Hale School- Mr. Petrone

Mr. Petrone reviewed the goals for Capt. Nathan Hale School, which are attached to these minutes. He said the main areas of focus include common core standards, accountability, District Reading Council, universal screens, adjusted schedule for Grades 6 and 7 reading intervention program, customization of instruction, high school and middle school schedule review, after-school programs, staff development, vocabulary agenda, and increasing CMT scores by 10%.

4. Coventry High School- Ms. Mullaly

Ms. Mullaly presented the goals of Coventry High School, which are attached to these minutes. She said the main areas of focus include the implementation of a common core standards- team, Project Opening Doors Grant (promoting importance of post secondary education), data guided decision making, evaluating the effectiveness of a common schedule, optimizing Powerschool, customization of student

schedules, retention/development of staff, CALI initiative and its focus on data teams, student work protocols, and increasing the CAPT scores by 10%.

Dr. Smotas applauded the work the administrators for their work.

M. Kortmann asked how the increase in test scores (10% for GHR, CNH and CHS) would be measured. Ms. Mullaly said she is looking for the increase in Goal and Above. M. Kortmann said she is concerned about the advanced students not getting enough attention. Mr. Petrone said that additional instruction may be given to high achieving students allowing for customization of their needs. Mr. Hopkins added that advanced readers going into third grade are given specialized assignments to keep them motivated and challenged.

E. Marchand asked how parents are involved at GHR to achieve their goal of improved reading. Mr. Hopkins said information is in their monthly newsletter and the students have given their mascot ideas on how to improve his reading. He also said the after-school program called Expanding Horizons and presentations to the PTO are used to promote reading.

J. Beausoleil asked Mr. Hopkins for more information on the *Lost at School* book. Mr. Hopkins explained the strategies used in the book and how they are using them at GHR.

E. Marchand asked for the pros and cons of the combined schedule. Ms. Mullaly and D. Petrone explained the benefits and challenges of the combined schedule and 8-period day.

E. Marchand said he likes the idea of expanding afternoon activities for student development however is concerned that there might be an issue with transportation. Mr. Petrone said there are challenges in coordinating the transportation. However, he said he likes to keep the kids at school for their activities and is working to keep the students excited about the offering of activities.

J. Beausoleil commented on Ms. Mullaly's participation at school sports events. Ms. Mullaly said there is excellent school spirit. She said there have been positive comments on the Coventry's sportsmanship.

J. Beausoleil asked about the high school reform plan. Ms. Mullaly said the implementation was planned for 2014, however there may be a delay based on a change in the cost. She said the plan was developed before the development of the common core standards. M. Mullaly explained the changes in course requirements. She recommends that Coventry's credit requirement be increased to above the plan minimum. M. Kortmann recommended that the administration review the plan requirements and begin the planning of its implementation. D. Petrone said they are planning on beginning the process this winter.

VI. REPORT OF CHAIRMAN

J. Beausoleil said she attended the AP/CAPT ceremony and is happy to see the students stepping up to do more academically. J. Beausoleil asked for the grant presentation for the Board to review. M. Kortmann said there were zero AP courses in 2003 and is happy to see the addition of the AP courses in Coventry. D. Ryan said her sons chose to attend a private high school because Coventry did not offer AP courses in 2003 and the addition of AP courses will help the district. J. Beausoleil said the grant pays for the training of the teachers and although this is the fourth year of the five year grant, the AP courses will still be offered after the grant is complete. Ms. Mullaly explained the monetary benefits of the grant and the plans for when the grant expires.

J. Beausoleil discussed some schedule changes. The December 20, 2011 meeting will be changed to December 19, 2011 in the high school library. Dr. Smotas said the focus of the next meeting will be the Preschool.

J. Beausoleil highlighted the budget meeting and deadline dates.

VIII. APPROVAL OF MINUTES

Vote: Approve Minutes of November 22, 2011

**MOTION: To approve the minutes of November 22, 2011.
By: E. Marchand Seconded By: M. Minor**

Discussion: J. Beausoleil asked for Mr. Blackstone's CIP presentation to be added to the minutes as reference.

Result: Motion to approve the minutes with noted change passes 6-0-1 (Abstention- M. Kortmann)

X. OLD BUSINESS

Information and possible VOTE: Capital Improvement Plan- Mr. Blackstone
W. Oros asked Mr. Blackstone if he had any new information on computer equipment. Mr. Blackstone said he contacted EASTCONN about creating a buying consortium. He said he will also be pursuing more information from CREC.

**MOTION: To approve the School Capital Improvement Plan FY2013 as published by Gregg Blackstone dated December 2011.
By: M. Kortmann Seconded by: D. Ryan
Result: Motion passes unanimously.**

XI. REPORT OF BOARD MEMBERS

Information: Transportation Committee Report- T. Cancelliere

T. Cancelliere summarized the November 30, 2011 meeting for the Board. He said he will be asking M & J Transportation to present to the Board regarding the current year's progress, their policies and to discuss the impact of the decision from the meeting.

W. Oros said there needs to be a representative from the bus company at subsequent Transportation Committee meetings to help clarify any questions that occur.

E. Marchand said that since M & J Transportation is under contract to the Board of Education, they are obliged to follow the requests of the Board. He added that Mr. Hopkins will be informing the bus company of the decision.

XII. EXECUTIVE SESSION - VOTE: Pursuant to CGS-1-200 (c)(6)(A), the Board of Education will go into Executive Session for discussions related to personnel and negotiations.

**MOTION: Pursuant to CGS-1-200 (c)(6)(A), the Board of Education will go into Executive Session for discussions related to personnel and negotiations.
By: W. Oros Seconded by: T. Cancelliere
Result: Motion passes unanimously.**

The Board came out of Executive Session and returned to Open Session at 10:02 p.m.

XIII. OPEN SESSION - The Board will return to Open Session for possible VOTES on the Administrators Agreement and the Employment Agreement for David Petrone.

MOTION: **To Approve the Administrators' Agreement for 2012-2015**
By: M. Kortmann **Seconded: W. Oros**
Result: Motion passes unanimously.

MOTION: **To Approve the Employment Agreement for David Petrone, Superintendent for**
January 2012 – June 30, 2015.
By: E. Marchand **Seconded: M. Kortmann**
Result: Motion passes unanimously.

XIV. ADJOURNMENT

MOTION: **To adjourn the Board Meeting at 10:03 p.m.**
By: T. Cancelliere **Seconded: D. Ryan**
Result: Motion passes unanimously.

Respectfully Submitted:

Sara O'Brien, Board Clerk

December 19, 2011
Approved



Coventry Public Schools

SubSystem/Department Goals for the 2011-2012 School Year

By: **Marybeth Moyer**
Coventry Grammar School

- 1.0 Advance achievement for all students by implementing curriculum, instruction and assessment practices, ensuring alignment with national and state standards.
 - 1.1 Increase student achievement in comprehension, fluency and phonics through explicit classroom instruction and tiered intervention practices that are supported through a balanced literacy framework.
 - 1.2 Increase Scientific Research-Based Intervention (SRBI) practices to include the administration of benchmark assessments, progress monitoring and refined data collection protocols in all classrooms.
 - 1.3 Collaborate with the district Curriculum Resource Team and grade level teams to develop a school-wide implementation timeline to align the ABC curriculum documents to the CSDE Common Core Standards.
- 2.0 Nurture the well-being of all students and create a positive and respectful learning community where each student is held to high expectations.
 - 2.1 Refine classroom schedules to maximize instructional time with an emphasis on research-based practices that promotes optimum teaching and learning.
 - 2.2 Continue to promote the tenets of the Responsive School philosophy and positive behavior support through clear and defined behavioral expectations.
 - 2.3 Promote partnerships with parents and community members through communications, programs and volunteering opportunities that address educational initiatives and awareness of programming opportunities for Coventry's youngest students.
- 3.0 Improve internal capacity through recruitment, retention and development of high quality staff and provide appropriate resources and learning environments.
 - 3.1 Collaborate with the administrative team and EastConn to coordinate the Connecticut Accountability for Learning Initiative (CALI) training for certified staff to support the development of best practices in data collection, analysis, and student work protocols.
 - 3.2 Provide professional development to all certified and non-certified staff in explicit phonics instruction to provide seamless instruction between all grade levels in both classroom and intervention settings.
 - 3.3 Increase reading and writing proficiency of all students by providing professional development opportunities in vocabulary development, reading strategies and interactive technology to all classroom teachers and para educators.



Coventry Public Schools

SubSystem/Department Goals for the 2011-2012 School Year

By: Troy Hopkins
G. H. Robertson School

- 1.0 Advance achievement for all students by implementing curriculum, instruction and assessment practices, ensuring alignment with national and state standards.
 - 1.1 Increase student achievement and enthusiasm in reading through the utilization of effective instructional and intervention strategies, focus on common grade level vocabulary, and expansion of student reading opportunities, resulting in the attainment of school-wide Adequate Yearly Progress (AYP) on the CMT.
 - 1.2 Collaborate with the District Reading Council in the analysis of CMT reading and writing results in the effort of sharing proven practices and developing a comprehensive district reading goal.
 - 1.3 Collaborate with the district Curriculum Resource Team and grade level teams to develop a school-wide implementation timeline to align the ABC curriculum documents to the CSDE Common Core Standards.
- 2.0 Nurture the well-being of all students and create a positive and respectful learning community where each student is held to high expectations.
 - 2.1 Expand our SRBI process for social, emotional, and behavioral learning in order to foster a greater sense of community around the development of positive character traits that support learning.
 - 2.2 Use the collaborative problem solving model in conversations with students in order to teach skills for handling future situations successfully.
- 3.0 Improve internal capacity through recruitment, retention and development of high quality staff and provide appropriate resources and learning environments.
 - 3.1 Collaborate with the administrative team and EASTCONN to coordinate the Connecticut Accountability for Learning Initiative (CALI) training for certified staff to support the development of best practices in data collection, analysis, and student work protocols.
 - 3.2 Increase student achievement in CMT assessments by ten percent in reading, mathematics, and science through increased professional development of best practices in instruction and assessment to support student achievement.
 - 3.3 Maximize the use of staff to increase student learning throughout the year in response to student achievement data and implementation of corresponding interventions.



Coventry Public Schools

Goals for the 2011-2012 School Year

Capt. Nathan Hale Middle School

- 1.0 Advance achievement for all students by implementing curriculum, instruction, and assessment practices, ensuring alignment with national and state standards
 - 1.1 Review all CSDE Common Core Standards resources in collaboration with the Curriculum Resource Team and develop a school-wide implementation plan, which would include using the CSDE Crosswalk documents to identify commonalities with current curriculum aligned to state standards in the Balanced Curriculum program.
 - 1.2 Collaborate with the District Reading Council in the analysis of CMT reading and writing results in the effort of developing a comprehensive district reading goal.
 - 1.3 Continue the implementation of technology based universal screenings with 100% of grade 6, 7, and 8 students as a tool to identify students and design appropriate instructional interventions to increase student achievement.
- 2.0 Nurture the well being of all students and create a positive and respectful learning community where each student is held to high expectations
 - 2.1 Implement the third year of the CNHMS and CHS schedule; evaluate its effectiveness and recommend refinements
 - 2.2 Refine current transition procedures and programs between Grades 8 and 9 with increased guidance and vertical teaming to refine current programs and develop additional effective practices.
 - 2.3 Continue to expand after-school academic and social/team-building programs and opportunities serving as resources to parents and teachers.
 - 2.4 Enhance communication with parents, improve learning opportunities by streamlining the scheduling process, and use detailed data to support student interventions and student achievement through the implementation of Power School.
- 3.0 Improve internal capacity through recruitment, retention, and development of high quality staff and provide appropriate resources and learning environments.
 - 3.1 Provide the Connecticut Accountability for Learning Initiative (CALI) training to all certified staff with the assistance of EastConn staff to continue to support the development of best practices in data analysis instruction, and assessment to support student achievement.
 - 3.2 Continue to provide eight professional development sessions to all certified staff in data analysis and use of CMT, Star Math and Reading, and curriculum evaluation data to evaluate and modify curriculum, instructional, and assessment practices.
 - 3.3 Increase student achievement in CMT assessments by ten percent in reading, writing, mathematics, and science through increased professional development of best practices in data analysis, instruction, and assessment to support student achievement



Coventry Public Schools

Goals for the 2011-2012 School Year

Michele Mullaly-Coventry High School

2.4 Refine current transition procedures and programs between Grades 8 and 9 with increased guidance and vertical teaming to refine current programs and develop additional effective practices.

1.0 Advance achievement for all students by implementing curriculum instruction and assessment practices, ensuring alignment with national and state standards.

Improve internal capacity through recruitment, retention, and development of high-quality staff and provide appropriate resources and learning environment.

1.1 Assure rigorous learning experiences involving 21st Century Learning Skills, technology-based student products, and the acquisition of skills essential for success in college and careers in collaboration with the Curriculum Resource Team by the development of an implementation plan for the Common Core Standards which would include the use of CSDE Common Core Standards resources including the Crosswalk document.

3.1 Provide the Connecticut Accountability for Learning Initiative (CALI) training to all certified staff with the assistance of EastConn staff to support the development of best practices in data teams, Looking At Student Work protocols, and the identification and use of research-based, effective teaching strategies.

1.2 Continue implementation of practices and processes, such as an Advisory Program, evaluation of school-wide rubrics, Looking At Student Work protocols, and research-based effective teaching strategies, developed to support achievement of NEASC standards and to improve student learning.

3.2 Increase student achievement in CAPT assessments in reading, writing, mathematics, and science by ten percent through increased professional development of best practices in the data team process, Looking At Student Work protocols, and the use of research-based effective teaching strategies.

1.3 Implement the fourth year of five of the Project Opening Doors grant including training for staff and review sessions for students and continue to develop partnerships that promote student learning and post-secondary education.

1.4 Begin the implementation of technology-based universal screenings with 100% of Grade 9 and 10 students in reading and math as a tool to identify students and design appropriate instructional interventions to increase student achievement.

2.0 Nurture the well-being of all students and create a positive and respectful learning community where each student is held to high expectations.

2.1 Promote a school climate that supports teaching and learning through school programs and activities as well as the development of school improvement plans.

2.2 Implement the third year of the CHS and CNHMS schedule; evaluate its effectiveness, and recommend refinements, considering the requirements of the Connecticut High School Reform Plan.

2.3 Enhance communication with parents, improve learning opportunities by streamlining the scheduling process, and use detailed data to support student interventions and student achievement through the implementation of PowerSchool.