

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
NOVEMBER 13, 2012**

A special meeting of the Enfield Board of Education was held at Henry Barnard Elementary School in the Board Conference Room, located at 27 Shaker Road, Enfield, CT on November 13, 2012.

1. **CALL TO ORDER:** The meeting was called to order at 7:34 PM by Chairman Neville.
2. **INVOCATION OR MOMENT OF SILENCE:** Donna Szewczak
3. **PLEDGE OF ALLEGIANCE:** Donna Szewczak
4. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Neville announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Charles Johnson, Vin Grady, Donna Szewczak, Joyce Hall, Jennifer Rancourt, and Timothy Neville

MEMBERS ABSENT: Tina LeBlanc and Kevin Fealy

ALSO PRESENT: Dr. Jeffrey Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; EHS Student Representative Brandon Andexler and FHS Student Representative Katie Saltzgeber

6. **BOARD GUESTS** - None

7. **SUPERINTENDENT'S REPORT**

a. Mid Term Assessment Week – Jill Krieger

Dr. Schumann stated Enfield High School Principal Mrs. Krieger is here tonight to give an update on midterm assessment week for both Enfield High School and Enrico Fermi High School. Mrs. Krieger and Mr. Newton have discussed a new focus for midterms.

Mrs. Krieger appreciates being here tonight. She truly enjoys being at Enfield High School and thanked the Board for the phenomenal opportunity and believes it is the right fit.

Mrs. Krieger stated that both she and Mr. Newton worked on the midterm assessment along with Ms. McKernan. Exams will now be done differently. We wanted to use the day in the best possible way without overloading the amount of student exams taken in a single day. Benchmarks will now be used for students in grade 9 and 10.

Mrs. Krieger reviewed the midyear exam schedule, benchmarks and performance based assessments.

Mr. Jonaitis asked if additional time will be built into the schedule for English teachers to evaluate written exams. They spend the most time correcting exams. Mrs. Krieger stated the teachers can correct the exams on day 5 unless there will be make-ups being conducted on that day.

Mr. Jonaitis asked if any of the other teachers can fill in for the English teachers so they can have additional time to correct the exams. Mrs. Krieger stated teachers have expressed concerns about this last year. Each teacher will have 5 classes and 5 exams and each teacher will have 2 periods to correct exams. Mr. Jonaitis added this is something to keep an eye out for.

Mr. Johnson asked about reviews for the exams. Will the review take place the day before the exam?

Mrs. Krieger stated they would review prior to the exam or the day before the exam depending on what period the class is. Exams should start the day after Martin Luther King Jr. Day in January 2013, weather permitting. She believes the exams start on January 22nd and teachers would review for the exams prior to the start of the exams.

Mr. Johnson asked if there will be time for feedback on the exams on the last day during periods 5 and 7. Mrs. Krieger stated the only students coming in on the last day would be those that need to take a make-up exam. Reviews for those two periods can be done the next week.

Mrs. Rancourt asked if students have a study hall during the first period on each day can they come in late. Mrs. Krieger stated they can come in late.

Mrs. Szewczak stated the only students that will be in on day five would be those taking make-up exams. Mrs. Krieger stated they would hope to run a half day schedule on day 5 or two make-up exams.

Mrs. Szewczak asked if this will affect our 181 student days. Mrs. Krieger stated it would count as a day, just like any other day.

Chairman Neville asked when grades are due. Mrs. Krieger stated after the midterms have been corrected.

Mrs. Krieger reviewed the benchmark assessments and some of the performance based assessments for Earth Science, Art, World History, Marketing I, and Child Development.

Ms. Hall asked if performance based assessment tasks will be done individually or as a collective group. Mrs. Krieger stated it would be up to the teacher. Some can be done easily collaboratively and some would be done better individually.

Mr. Grady stated students are doing this now. Mrs. Krieger stated yes.

Mrs. Rancourt asked if grade 11 and 12 students will still have prep times during the exams. Mrs. Krieger stated yes, they will be able to do a number of different things during this time.

Chairman Neville asked if the final will be similar or different to the midterms – the same kind of structure. Mrs. Krieger stated they will be more traditional. We are preparing students for college and do not want to totally get away from this kind of a schedule structure.

Chairman Neville asked what the students think about this midterm schedule. Mrs. Krieger stated there was some panic from some of the students. They immediately came to her about the exam schedule. They have explained this schedule to them. Most students would like to get out early every day.

EHS Student Representative Brandon Andexler agreed with what Mrs. Krieger stated. He believes this is pretty similar to last year's schedule. The extra time to study will be helpful.

FHS Student Representative Katie Saltzgeber stated she likes the final exam schedule from last year. This is very similar. She asked about feedback from teachers for periods 1 and 7 exams. Mrs. Krieger stated we would end up with too many periods trying to schedule them all in. This would need to be done at a different time. Ms. Saltzgeber believes the review is more important than the feedback.

Mr. Johnson asked Ms. Saltzgeber if she would rather have a period 6 review. Ms. Saltzgeber stated yes. Mr. Johnson stated that would make more sense. He would also rather see the students have a review.

Chairman Neville has always had concerns about the students getting out early. It was also a

concern with transportation.

Ms. Hall asked about the reviews. Mrs. Krieger stated they could review prior to the exam or the students could be working on a benchmark during the time. Everyone will get a review. We could look at this again.

Chairman Neville added as you go through this process, you will assess it and make any necessary adjustments.

Chairman Neville thanked Mrs. Krieger.

- b. School Closings for Thanksgiving Break – as presented
- c. Superintendent’s Book Club – as presented

8. AUDIENCES - None

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

a. 2013 Graduation Discussion and Action if Any

Chairman Neville stated that he asked for this item to be placed on the agenda for Board discussion and possible action. Last year’s graduations were two of the hottest. The heat was unbearable. This was discussed and the benefits for starting the graduation times an hour later. The parents running the safe graduations would not be concerned with a later start. They just need to know one way or the other. He would like to discuss this.

Mr. Grady moved, seconded by Mrs. Rancourt that the Enfield Board of Education approves the 7:00 PM graduation start times for both Enfield High School and Enrico Fermi High School.

Discussion:

Mr. Johnson does not have an issue with a 7:00 PM start time. A later start would work out better for him. The sun will set approximately around 8:30 PM during the last two weeks in June. He is not sure of what format Enfield High will use for graduations this year or if it will be different than what has been done in the past. EHS graduations typically took around an hour and a half. If we push the start time back, we will need to prepare for the darkness. Portable lighting will be needed for safety reasons. He would recommend pushing back the start time a half an hour to 6:30 PM. This would help with the darkness.

Mr. Jonaitis added using the lights on the fields and portable lighting would do the trick.

Mr. Johnson would like the pathways to the parking areas to be lit and handicap areas. People tend to hang around and congratulate each other after the graduation ceremony has concluded.

Mr. Jonaitis was not sure about the lighting that was used at the other schools on Election Day. We also need to do a better job directing people to the handicap spots. Chairman Neville added they were supposed to have signs for that. He agrees with Mr. Jonaitis that the lighting was problematic on Election Day.

Chairman Neville asked if Dr. Schumann has spoken to the principals about a later start for the graduations. Dr. Schumann stated they have discussed this and they will talk to the Safe Grad committee about this.

Mrs. Krieger stated she has spoken to their Safe Grad parents and they are also ok with this time change. They just need to know one way or the other.

Chairman Neville stated the Enrico Fermi graduation ceremony is usually done within an hour. The darkness was not an issue at Enrico Fermi. Enfield High's ceremony typically ran a bit longer and when the sun sets it does get darker quicker at Enfield High.

Mrs. Krieger stated that Dr. Schumann has spoken to both Mr. Newton and herself about the graduation ceremony and getting the students more involved with the ceremony and having both graduations looking more similar. At Enfield High, we have a group of 12 seniors called the Principal's Senior Advisory Council. This is a resource we will use when we meet with Dr. Schumann on November 26th. She will work with everyone so the graduation ceremony will be a meaningful event for everyone.

Dr. Schumann stated he will meet with a similar group on November 27th at Enrico Fermi to get their input on the graduation ceremony.

Mr. Grady asked how two student representatives feel about a later start time for the graduations.

Mr. Andexler stated he has been to quite a few graduations and it has been hot. His only concern would be for photos and videos being taken and the quality of the pictures if it is too dark.

Mr. Johnson stated that could be a concern for the last few graduates with the sun setting. It will start to get dark and lights would help with this.

Mrs. Rancourt added the photos from night football games come out ok. She does not see this being a problem.

Mrs. Szewczak stated this would be kind of neat having the graduations later. Ms. Hall added it would be another expense to run the lights at night. Both Mrs. Szewczak and Chairman Neville stated we use them for games, why not for graduations.

Mrs. Szewczak stated Council members last year wanted to know why we didn't start the graduations at least 45 minutes later to avoid the sun beating down on you. Once the sun settles, it is much cooler.

Mr. Johnson recommends moving the graduation start time to 6:30 PM. We will need to make sure we have adequate lighting. We do not want to see someone get hurt.

Mr. Grady stated they had portable lighting on Election Day for the same reason. The Fire Department has lighting also. Mr. Johnson asked if it could be used. Mr. Grady does not believe it couldn't be used. You would just need to ask the Fire Department in both districts. He is sure it could be arranged.

Mr. Johnson believes with the football field lighting and additional portable lighting we would be covered adequately.

Mr. Jonaitis stated you can still see at 9:00 PM. Watch the sun 2 weeks prior to the graduation ceremony. Maybe you can flip flop a couple of the items in the ceremony to work around the darkness. Give the diplomas out earlier.

Chairman Neville agrees it is worth a try.

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

11. BOARD COMMITTEE REPORTS

Ms. Hall asked Board members if they had looked at the CABA resolution booklet that was sent out. She will attend the CABA Delegate Assembly on Thursday, November 15th. The resolutions will be

discussed at the Delegate Assembly. Please let her know if there are any particular items you are interested in.

Chairman Neville added that Ms. Hall will represent us at the Delegate Assembly and he is sure she will represent us well.

12. BOARD MEMBER COMMENTS

FHS Student Representative Katie Saltzgeber stated on November 5th we held our NHS induction. We now have 68 members. The Fermi Lamplighters will host the production of "Squad Room" on Friday, November 16th at 7:00 PM and on Saturday, November 17th at 2:00 and 7:00 PM. Dr. Schumann will address senior class officers on November 27th.

EHS Student Representative Brandon Andexler stated unfortunately the girls soccer team lost in State Championship Quarter Finals. The youth vote events held had a good turnout. The Rachel's challenge program continues at EHS. They held a "Shake It Up" where members would sit with different people during lunch.

Mr. Jonaitis thanked the members of PAC and the public for voting on the high school consolidation referendum. A lot of hard work went into this and he was glad the public voted for this.

Mr. Jonaitis is concerned with some of the suspensions received for in-school and out-of-school suspensions and the amount of time for the suspension at JFK, EHS and FHS. Being an ex-teacher, this bothers him. He would like to see something done to change the student's behavior. Some of the offenses are serious. The students need to know that this will not be tolerated. We need to draw a line and change this. Maybe we should offer a quarter-class for the disruptive students. We need to do something.

Mr. Jonaitis added that he does not like having the Board Member comments at the end of the agenda. He would like to see this changed back.

Mr. Jonaitis would like the superintendent to look into negotiations being done in public session for both the ETA and the ESAA negotiations. He is not sure if this can be done legally in the public. We are here to represent the public and would like this done in the open.

Mrs. Rancourt attended the November 3rd CT Loves to Read Day. Both her son and Mrs. LeBlanc's son read. It was a wonderful event. Enfield High School held their Safe Grad Auction. Mrs. Leitao did a wonderful job. Elementary parent and teacher conferences will be held this week. The EHS Football team will hold an event at the Golden Gavel. EFEE will hold an event at Barnes and Noble on Saturday, November 17th. You can purchase your Superintendent's Book Club book on Saturday.

Mrs. Rancourt congratulated the members of PAC for the referendum being passed. It was wonderful to see them when they found out the referendum passed. They all worked extremely hard on this.

Ms. Hall stated in the past when she has given the Head Start report, she has praised the parents for their involvement. One of the Head Start Parents has been selected as a recipient of the 2012 Parental Involvement Recognition Award. This is given by the State Education Resource Center also known as SERC and the CT Parent Information and Resource Center also known as CTPIRC. Mrs. Jennifer Moncuse is an active Head Start parent and is also involved in KITE. She well deserves this award. Ms. Hall congratulated her for her continued involvement.

Chairman Neville stated that maybe she could come to a Board meeting sometime in the future.

Mrs. Szewczak stated the Memorial playground has been open.

Ms. Hall asked about the Crandall playground. Chairman Neville believes the playgrounds have been repaired and are open. He believes they will evaluate the other playgrounds and will determine the

needs. Dr. Schumann stated that is correct and a discussion will take place.

Mr. Johnson reminded everyone about the Wreaths Across America Program and they are still accepting orders to place wreaths on the gravesites for Veteran's. This is a great program.

Mr. Grady stated Parkman will hold a fundraiser at Barnes and Noble on December 1st. They will start their One Book; One School Program will start on December 1st. The Wreaths Across America Program at Parkman will be held on December 11th. He knows space is a concern, but would still like to see the schools come out and support this program. There will be a program held at the King Street Cemetery on December 15th. This is a great program.

Mr. Grady stated Enfield High will hold a football game on Thanksgiving. They will play against SMSA (Sports & Medical Sciences Academy) starting at 10:00 AM. Mr. Grady would also like to thank the members of PAC for all of your hard work with the referendum. He also wished fellow Board member Mrs. LeBlanc a speedy recovery.

Chairman Neville attended the First Readers Ceremony. Both Dr. Schumann and Mr. Drezek did a great job. He also attended CT Loves to Read Day at Barnes & Noble. It was great seeing Mayor Kaupin and Senator Kissel read to the kids. The kids were great and there was a nice audience there.

Chairman Neville thanked Barnes and Noble. They supported us and provided gift cards for the students involved during the CT Loves to Read Day. They also put together a program where you can purchase books and they will deliver them. He gave Board members a sample card from the program. The proceeds from this will benefit KITE. EFEE does something similar to this.

Chairman Neville stated that he along with Mr. Grady and Mrs. Szewczak attended the Chamber of Commerce Breakfast that honored Dr. Schumann as a guest speaker. His presentation was superb. It really captured what we are about as an educational program. It showed where we are coming from and where we are going and highlights the building renovation and STEAM program. He would like to see this happen again. The public would benefit from seeing this presentation. He would like to see this placed on E-TV or at an upcoming Board meeting. The presentation is around 5-10 minutes long.

Chairman Neville thanked the public for supporting the high school referendum. We all felt this would be good for the community. The referendum passed 2:1. The combined non-partisan approach shows what we can do when we all work together. Every elected official worked together on this.

Chairman Neville walked in the Veteran's Parade. We are one of the few towns that has a parade. This town supports the Veteran's and is very patriotic. This is a big job to put on this event. The bands were outstanding. The reception for the parade goers was truly amazing. He thanked the Town for having this.

Chairman Neville wished everyone a happy Thanksgiving. He also hopes that Enfield High will win the Football game.

13. APPROVAL OF MINUTES

Mr. Grady moved, seconded by Mrs. Szewczak that the Regular Meeting minutes of October 23, 2012 be approved. A vote by **show-of-hands 7-0-0** passed unanimously.

14. APPROVAL OF ACCOUNTS PAYROLL - None

15. CORRESPONDENCE AND COMMUNICATIONS - None

16. EXECUTIVE SESSION

Mr. Grady moved, seconded by Mr. Johnson that the Board enters into Executive Session for Matter(s) Related to Collective Bargaining Unit(s) at 8:35 PM.

The Board reconvened to the Superintendent's Office for the Executive Session.

Joining the Board in Executive Session were Dr. Schumann, Mr. Drezek and Mr. Coleman.

The Executive Session ended at 9:35 PM. No Board action occurred while in Executive Session.

17. ADJOURNMENT

Mr. Grady moved, seconded by Mrs. Szewczak to adjourn the special meeting of November 13, 2012.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:35 PM.

Donna Szewczak
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary