

**MINUTES – C.E.S. REPRESENTATIVE COUNCIL MEETING
June 3, 2010**

PRESENT:

Adam Dunsby	-	EASTON
Nancy Kail	-	GREENWICH
Mark Antinozzi	-	MONROE
Susan Hamilton	-	NORWALK
Migdalia Rivas	-	NORWALK
Lyn Merrill	-	RIDGEFIELD (Vice President)
Arlene Liscinsky	-	SHELTON (President)
Janice Daponte	-	STRATFORD
Mike Ward	-	TRUMBULL (Secretary)
Sonya Stack	-	WESTON

ABSENT:

Barbara Bellinger	-	BRIDGEPORT
Clara Sartori	-	DARIEN
Daniel Underberger	-	EASTON
VACANT	-	FAIRFIELD
VACANT	-	NEW CANAAN
Leon Karvelis	-	Reg. 9
Tom Minotti	-	SHELTON (alt.)
Jackie Heftman	-	STAMFORD
David Kennedy	-	STRATFORD
VACANT	-	WESTPORT
Barbara Myers	-	WILTON

C.E.S.: Evan Pitkoff, Tony Maida, Jim Carroll, Mark Ribbens, Esther Bobowick
Chris La Belle

REGULAR MEETING

I. CALL TO ORDER AND VERIFICATION OF QUOROM - The meeting was called to order by Arlene Liscinsky at 3:05 p.m. Quorum was confirmed.

II. ADJOURNMENT TO EXECUTIVE SESSION - On a motion by Lyn Merrill and seconded by Mike Ward, the Council unanimously voted to adjourn to Executive Session for the purpose of the evaluation of the Executive Director.

III. RETURN TO REGULAR SESSION – On a motion by Lyn Merrill and seconded by Susan Hamilton, the Council unanimously voted to return to Regular Session.

IV. APPROVAL OF MINUTES – On a motion by Mike Ward and seconded by Lyn Merrill, the minutes of the May 6, 2010 meeting were unanimously approved.

V. OPPORTUNITY FOR PUBLIC COMMENT – None.

VI. CONSENT AGENDA - On a motion by Lyn Merrill and seconded by Susan Hamilton, the Consent Agenda was unanimously approved by the Council.

VII. BUILDING COMMITTEE REPORT – Mike Ward reported that the Building Committee met prior to today's Rep Council meeting. Jim Carroll reported that the Trumbull Fire Marshal, in her review of the plans for the new addition for 25 Oakview Drive, is requiring a fire hydrant be placed on the property. The Fire Marshall has approved the plans for the special education addition. At the same time, she also advised C.E.S. that a fire hydrant needs to be put on the RCA property at 23 Oakview Drive. Jim advised that the plans and specifications for the new addition are at the State Department of Education and we should have final approval on or about June 24th; the project would then go out to bid in mid-July; bids returned by mid-August and construction to begin in September. Jim mentioned that the State is behind in approvals due to staff shortages. Jim also advised that David Wedge, current chief of the Bureau of School Facilities is retiring in August which will be a huge loss for the State, school districts and RESCs.

Regarding the JCJ issue, Evan Pitkoff reported that the claim has been formally submitted for arbitration. JCJ indicated that they are owed over \$1 million dollars. Our attorney is currently working with JCJ attorneys in selecting one arbitrator to be agreed upon between both parties. Evan will keep the Council apprised as matters unfold.

VIII. OLD BUSINESS –

1. The 2010-11 Operating Budget – On a motion by Lyn Merrill and seconded by Susan Hamilton, the Council unanimously voted that the 2010-11 Operating Budget in the amount of \$49,429,513, including tuition rates and other service rates be approved as submitted, and expenditures and staff authorized contingent upon the awarding of grant notices where applicable.

IX. NEW BUSINESS –

1. Annual Budget Operation Resolution: On a motion by Mike Ward and seconded by Lyn Merrill, the Council unanimously approved the Annual Budget Operation Resolution as follows: Be it resolved that the 2010-11 approved budget is designated as a spending plan to be executed by C.E.S. In the event of increased or decreased revenues from either state grants or service/fees/tuitions, the Executive Director is authorized to increase or decrease programming, including staff, commensurate with revenue and service needs. Such actions shall be reported to the Council at the next regular meeting and shall be ratified for record through inclusion on the Consent Agenda. This budget resolution shall cover the period of July 1, 2010 through June 30, 2011.

2. Executive Director's Contract – 2010-2013: On a motion by Lyn Merrill and seconded by Mark Antinozzi, the Council unanimously approved the 2010-2013 contract for the Executive Director.
3. Associate Executive Director's Contract – 2010-2013: On a motion by Susan Hamilton and seconded by Mark Antinozzi, the Council unanimously approved the 2010-2013 contract for the Associate Executive Director.
4. Self-Evaluation of the Representative Council: President Arlene Liscinsky reported that the self-evaluation form was distributed to all Council members two months ago. One comment she received was regarding the evaluation form itself. Arlene asked all Board members who have any suggestions for next year to email her directly. Arlene commented that all fiduciary items were brought to the Council in a timely matter. Arlene also notified the Council that the C.E.S. Policies and Procedures Manual is available to any Board member who wishes to review it at C.E.S. Board members should contact Evan if they wish to review the policies. Arlene mentioned that another item brought up was that a Board member should be appointed to serve on the next negotiations panel. Lastly, Arlene offered Council members the opportunity to stay after any of the regularly scheduled board meetings for a "district sharing" period once the meeting has concluded. This has taken place in the past and many Board members found it informative and an opportunity to see what's going on in other districts.

(Nancy Kail arrived at 3:30 pm)
(Migdalia Rivas arrived at 3:40 pm)

X. REPORTS

1. **Representative Council President** – Arlene introduced Janice Daponte who was appointed as an alternate representative from Stratford. Arlene thanked all of the Board members for their commitment to the C.E.S. Representative Council and also thanked Clara Sartori and David Kennedy for their work on the Finance Committee.
2. **Associate Executive Director** - Tony Maida – Tony referred the Council to his highlights for updates in the Special Education Division. Regarding the C.E.S. TEAM Three Year Plan, Tony advised the Council that each school district and RESC is required, based on legislative requirements, to develop a three year plan for the beginning teachers and mentors involved in the Teacher Education and Mentoring (TEAM) Program. The was to be developed by a TEAM Coordinating Committee (TCC) comprised of the district facilitator, administrators, mentors and union representatives. The plan was following a specific format and had a June 1, 2010 due date. Tony reported that the following C.E.S staff members were selected to serve on its TCC: Chris La Belle, Anne Theodore-Howard, Jodi Lovegrove, Eva Kibby, Stephanie Wanzer and Tony himself. The TCC worked together over the past five months in developing the TEAM Three Year Plan (plan was distributed to all Council members.) Tony advised that the TCC will continue to meet over this initial three year

period, will annually report information about TEAM activities to the Executive Director, Rep Council and State Department of Education and will revise the plan based on their monitoring/analysis of stated activities and any future changes in State requirements. Tony thanked Lyn Nevins, PDS staff member and TEAM liaison for all C.E.S. districts for her outstanding work in regard to this initiative. Lyn held meetings with all district facilitators to see what each was doing and if any district needed assistance. Lyn was involved in many effective discussions in regard to the development of the C.E.S. plan. If anyone has any questions or concerns about the plan, please feel free to contact Tony.

A question was raised regarding obtaining a list of unfunded mandates by the State. Arlene Liscinsky will look into finding this list and getting it out to the Council.

3. **Chief Financial and Operations Officer** – Jim Carroll - no further report.

4. **Director, Professional Development Services** – Esther Bobowick – Esther referred the Board to her highlights for this past month. Esther advised that Literacy Coordinator, Maria Driend, presented a very successful professional development session entitled *Integrating Literacy & Technology in the Primary Grades*. The presentation focused on the five components of literacy identified in Connecticut's Blueprint for Reading and showed participants various ways to engage students through the use of the SMART Board.

Esther reported on a few other highlights: Reading First recently hosted a reunion celebration to mark the end of their project in Wallingford. Invited attendees included anyone who was a member of the project throughout the past six years. A short program was held prior to refreshments. Esther advised that there is additional federal funding coming down the road for literacy and she will keep the Council apprised of developments.

Esther also reported that she and C.E.S. grant writer, Kevin Klemme, assisted Bridgeport Public Schools in the completion and submission of a \$7.7 million application to the State Department of Education for a school improvement grant.

Regarding RESC Alliance initiatives: Esther reported that the group has been collaborating on group purchasing to reduce costs within the RESCs. The group will also be participating in an early fall conference on 21st Century Learning; the group is also working with the State on Title III ELL Funds to give the funds to RESCs to manage and formulate a plan for those districts who do not have an large ELL population. The Alliance has also participated in an i3 Grant (federal) which is a new grant funding for innovative projects to promote STEM strategies. The Alliance is partnering with a State agency and if awarded this grant, we would have a full time staff person here at C.E.S. working on this grant.

Lastly, Esther advised that the six RESCs are working hand-in-hand on the roll out of the Common Core Curriculum standards. Connecticut will now adopt the new national

standards and compare them to our current curriculum framework. Next meeting on this issue is on June 17. Esther advised that all information reported by her at Rep Council meeting is reported back to all C.E.S. districts via various committees including The Leadership Institute, Curriculum Council, Elementary and Middle School Councils and Evan reports monthly to the Southern Fairfield County Superintendents' Association. C.E.S. also distributes *The Cooperative Times* newsletter to all C.E.S. school districts quarterly.

5. **Six to Six Magnet School Director/Principal** –Chris La Belle reported that currently 8th grade students are in Washington, DC and other student groups are also involved in various field trips. Projected enrollment for 2010-11 is approximately 465 students. Teachers and educational instructors have completed their final professional goal reports. Chris reported that a review of plans demonstrated significant increased student growth. All annual goals are data-driven. CMT results should return some time in the end of June for comparison and analysis. Chris will report on those results in the fall.

Lastly, Chris advised the Board that Elena Silva, first grade teacher at Six to Six, has been chosen as a finalist for the Connecticut Association of Schools Exemplary Elementary Educator Award. Chris informed the Board that Elena is a dynamic and driven teacher who always puts her students' needs first. Elena is one of six finalists for this award and will be interviewed next week by a committee of administrators and teachers. Chris mentioned that all Board members are welcome to visit Six to Six at any time and welcomes visitors throughout the year.

6. **Principal, RCA** – Mark Ribbens indicated that it's a busy time of year for RCA as it winds down this week. 2010-11 enrollment is projected at capacity. This year, Mark is asking for more parent involved and communication upfront in the hopes of reducing the drop out rate in early fall. Mark reported that all but two seniors will be attending college to continue their studies in the performing arts. Two students have opted to take a year off before going on to school. Final production for this year is *The Laramie Project* scheduled for June 3 and June 5th.

7. **Executive Director** – Evan reported that last week C.E.S. was selected by Plainfield Public Schools to conduct their superintendent search. Our consultants, Dr. Jim Ritchie and Tom Jokubaitis will conduct community focus groups next week in Plainfield. Also on the schedule is the search for a new superintendent in Suffield. That search will begin some time in the fall. Evan advised that we are still awaiting a decision from the North Haven Board of Education.

Evan distributed an "Advisory" from the law firm of Sullivan & Schoen regarding upcoming legal obligations to be implemented by boards of education by July 1, 2010. Evan advised Council members whose districts are looking for "boiler-plate" policies referred to in the Advisory memo to check the C.A.B.E website. C.A.B.E will most likely send out a memo to their member districts in regard to these issues. Evan also

distributed a copy of a letter from Commissioner Mark McQuillan in regard to Phase 2 of Connecticut's application for RTTT.

Lastly, Evan shared the STEP Awards DVD with the Board. This DVD was shown during the awards presented to community partners back in May.

XI. ADJOURNMENT - On a motion by Susan Hamilton and seconded by Lyn Merrill, the Council unanimously moved to adjourn at 4:30 pm.

Arlene and Evan wished everyone a happy and safe summer. Next meeting:
Thursday, September 2, 2010.

Respectfully submitted,
Barbara Pace
Barbara Pace
Recording Secretary