

SYSTEM-WIDE PARENT TEACHERS ADVISORY COUNCIL
BOE CONFERENCE ROOM, 100 SOUTH TURNPIKE RD
TUESDAY, MAY 17, 2016
AGENDA

In attendance: P. Angelastro, N. Passeriello, C. Parker, C. Wilonski, B. Rivard, B. Raccio, L. Winters (BOE), R. Mancusi (BOE), K. Hlavac (BOE), M. Votto (BOE), M. Fitzsimmons, S. Mowerson

1. Call to Order – 6:00 p.m.

Tammy Raccio called the meeting to order. Sugar Baker cupcakes were served compliments of Mrs. Raccio!

2. Approval of Minutes of March 15, 2016

Motion to approve - Scott Mowerson, Nick Passariello second; minutes approved

3. BOE Budget Update 2016/2017 (Dr. Menzo)

A handout was provided that the board took consensus on various budget related items. A special board meeting is scheduled for Wednesday, May 18, 2016. Dr. Menzo stated which ones were positions that would not be filled and which ones would be RIF positions.

Reductions were summarized and characterized as being in alignment with the Board guiding principles. The focus areas were outlined with items to remain in the budget which include, extended day programming in literacy and numeracy, social worker at Educational Enhancement Program (alternative high school program at Sheehan), additional teacher at ARTS - alternative route to success - housed at Lyman Hall(MS). All of the items have appeared in our efficiency reviews by the various unions and individuals that belong to the various unions. One additional item is the Health and Wellness Curriculum Resource Teacher which has appeared for the last few years. The mayor's April 1st budget compared to our reductions and additions results in approximately \$13,000 to be authorized to come from contingencies. No new staff reductions are a result of this new budget and funding; the only reductions in staffing were due to enrollment which were already accounted for in the budget. Unencumbered fund balance is about \$1.6 million significantly impacted due to weather (heating, overtime) - this is about \$700,000. Non-re-occurring items will be funded through the unencumbered fund balance. Each 3-5 school will have a makerspace, Advanced Manufacturing/Pre-Engineering will be at Sheehan in the fall.

4. Bus Camera Update – (Linda Winters)

- Update of new buses reviewed since last meeting
- Update of buses previously reviewed where footage was not usable
- Update of buses categorized as potentially high risk based on violations (further analysis was needed)

Francisco Freitas (from Redflex Student Guardian)joined us via webex. Presentation was provided to help clarify any confusion points. Provided overview of the program, outlined the route analysis and program results year to date and assisted in setting priorities - what is next?

- 28 busses were surveyed
- 3 buses identified as potentially high risk routes
- 2 busses are currently loaded with permanent camera equipment
- Some busses will be re-surveyed as a result of the data collected from RedFlex

- *High Risk Routes - Bus #9730, Bus #3401, Bus #9726*
- *28 out of 68 routes have been analyzed - Francisco confirmed that this is accurate*
- *Police approval rate is 63% for only a couple of months of this being in process. Francisco confirmed that this is very good.*
- *Citation Issuance - Church Street at Bertini Lane, Route 68 near Grove Street and Sheehan High School Driveway at Hope Hill Road*
- *Typically takes about 24 months before you see a decrease in violations and a change in behavior*
- *Next steps - Priority A - identify busiest routes with the highest pass rates (September 2016), Priority B - resurvey previous routes identified as partial or incomplete (Mid October 2016 - Priority C - systemically analyze remaining bus fleet. (mid November 2016)*

A request of a copy of the presentation was made and will be provided and put on the System-wide PTAC website. Matt from Durham stated that he is happy, they serve as a host and they ensure that the vehicles are on site when RedFlex needs to do any work on the bus. The temporary cameras may become a bit of a problem with focus. Drivers appear to like the cameras. Drivers want to ensure that violators get citations.

5. School Photographer Contracts (Linda Winters)

- *HS Bids Opened 4/22 & Elementary/MS Bids Opened 4/28*
- *Update from scoring meeting on 4/28 and 5/3*
- **Next meeting 5/19 @ 6pm - cancelled**

Evaluation worksheet was handed out to each member of the PTAC group. (Part A and Part B). Both the high school and elementary/middle schools bids will be rebid due to necessary clarifications as a result the 5/19 meeting is cancelled. Linda Winters provided an update and it is noted that the elementary and middle school will be awarded to one company. Part A should not have any financial information in it but some companies provided financial information in that so they were rejected. For the elementary/middle school bid more than 50% of the bids were rejected (5 of 9). Financial part B provided more points for how aware the company was on the price provided to parents. Currently - purchasing department has gone through the bid; part A is open; Linda would like to send the draft of the bid for elementary and middle school to the parent reps so that they can review; Linda will get that out this week. The weight was decided by the parent volunteers and Linda Winters, Joe Corso, Rob Kovi, Carrie LaTorre, high school yearbook advisors. High School - received 3 bids but one was disqualified for the same reason as the elementary/middle school; decision was made to rebid to make it more clear.

6. Cafeteria Updates for 16-17 (Dr. Menzo/Linda Winters)

- *Update on YTD financial position*
- *Update on Bid Process/status*
- *Update on requirements for PTOs with Healthy Food Certification*

Linda reported that the Food Service program in the month of April the program lost \$21,000; year to date loss \$95,000; this does not include the Board of Education \$127,000 subsidy. Estimating that for May and June the program may run a deficit in the amount of \$125,000 somewhat equal to the Board of Education subsidy. Board took consensus to enter into Healthy Food Certification program. Exemptions were handed out; it is noted that the exemption criteria must be met. The District will be establishing a procedure for fundraisers to file for exemptions when appropriate.

7. Open Houses/Back to School events/Meet the Teacher day (All)

- *6th grade parent orientations?*

- 3rd grade parent breakfasts? -Parker Farms will be on June 7th at 9:30 am, Yalesville will be on June 1st at 9:30 am, Rock Hill June 1st from 10:00 am - 11:00 am;

Open House dates have not been set yet; Step Up Day will occur on August 30th to meet the teacher as we have done in the past with all levels; Request is to move the Open House to a bit later than we have done in the past.

8. Website Update (All)

- New website for District
- SW PTAC sites (District and wallingfordswptac.com)
- School sites – How to keep updated and have minutes/agenda/meetings posted online

Final Site training will occur at the end of June. SWPTAC site has information as well as the district website; outdated material contained on the district site; once the change is made we would just have a link to the SWPTAC website. School sites are not updated; if we aren't going to use them then just take them down. Suggestion is to make the information static for the schools that can't keep the information updated.

9. Mastery Based Learning – Debriefing on Community Discussion nights (All)

Five events were held during the month of March; round 2 will occur on May 31 and June 1; unpacking standards, video and question and answer. Two opportunities - 30 minutes video of our staff followed by experiencing standards and indicators in the area of Math and ELA. Last evening SCOW had a presentation on Mastery-Based Learning. Suggestion was made to edit the flyers to include background information regarding MBL in case there are new parents being exposed to the concept for the first idea. Also suggested to target elementary parents with a message that round 2 events although held at the high schools are appropriate for all parents.

10. Wallingford Promise - (Dr. Menzo)

Tammy will attached a document to the minutes. Groups will look at attributes we want to see in our students; groups will form in July. Language aligns to scoring criteria language.

11. Parent Choice Awards (Chappell/Raccio)

A working draft a letter has been provided to all members at the meeting. The idea is to have a parent input onto nominating someone in the district (very likely a teacher) who goes above and beyond. This could be contributions to PTAC to the district would be part of the criteria. Idea is to get donations for some recognition from local businesses. Suggestion is to define the educational community. There should be an odd number of parents voting; suggestion is 5 parents. May be provided at convocation; just an idea to float. J. Chappell will get this information out.

12. Discussion of upcoming statewide Maker Space conference (Dr. Menzo)

Scheduled for Tuesday, May 24th at Moran Middle School

Districts from throughout CT will be on site for demonstrations and presentations by our MS Capstone students and Innovation Team teachers. Part of the day will include a live video skype with another school district in Austin, TX. The curriculum will be conveyed to other districts on this day.

13. Parent Chaperone Guidelines – review parent agreement (Shawn Parkhurst)

A draft version for chaperone guidelines was presented and discussed. Include a definition of a chaperone and what is field trip guest. The suggestion is that this be made a board policy and then aligns with a regulation. Distinguish between day trips and overnight trips in this as well. The goal is to provide equity in opportunities for all parents.

14. Discussion of Reduction in Crossing Guards (Tammy Raccio/ Linda Winters)

A handout was provided; parents should know where the stops are; suggestion is to post this on the website. Dr. Menzo will work with IT to see if it can be emailed in the fall to families who don't have a bus route # on file (meaning they are walkers) Linda's office or the police department can be contacted with questions.

15. Summer Reading Programs (Shawn Parkhurst/Dr. Menzo)

- K-2, 3-5, MS, Rising 9th Graders, Rising 10th, 11th & 12th graders
- Review booklists
- Review consistency between schools
- School Library data (materials checked out by school)

A draft brochure was distributed which will have a parent section added in the final version to provide tips and resources for parents to work with their child on identifying summer reading books. A handout was provided that outlined the process of summer reading and what will occur in the fall at each level (elementary, middle and high school). Wallingford Library and us need to link to the nutmeg; summer use of library at the schools. Popup on website - can we put a tickler in PowerSchool. PSA on the movie theater.

16. Save the date – Community viewing of Most Likely to Succeed

- <http://www.mltsfilm.org/>

Tentatively scheduled for 9/28/16 - location TBA

17. Horizon Software Update (Linda Winters)

Modules in Horizon; Board approved expanding use of software in November 2015 but it hasn't happened. We own the software; proposing a change in their software, team agreed to wait for the changes in the software before we move to utilizing the additional modules. Parent stated that it is a huge help for parents. HS and MS are onboard; Elementary is not willing to go forward as it won't benefit them at this time.

18. Who to call list for Parents - draft and suggestions for distribution

A handout was provided as a draft of Who to Call. Attempt to use as a parent wide checklist of who to call based on the type of interest or question. If there are anything that you'd want to add just let Tammy know and the changes will be made to the draft.

19. Other Sub Committee Updates

- SPUDS

Wrap up for Prom Pledge was handed out. The summary will be included in the minutes. The packet can be used as parent promise statement.

- Dress Code Committee

Committee met; consisted of two administrators; did obtain a dress code survey from Middletown. Board would like to review the survey before it goes out. A subcommittee is looking at the dress code policies to determine what is consistent throughout the district.

Middletown includes a policy for dress code for students and staff; “meet the minimum requirement of a student.”

20. School Based PTAC Roundtable

*Cook Hill - PTO/PTAC meetings are combined; going well
Stevens/Pond Hill -*

Moran - discussed budget items; turnout is good and there is a level of understanding between PTAC and PTO; there are new fundraisers out, both administrators are busily promoting the success of the school. Rep expressed concern that cutting the late bus down to twice a week will make it more difficult for MS students than HS (late bus is shared with HS/MS). Concern also expressed that eliminating funding for MS Innovation team is unfortunate after only being in place one year.

Sheehan - hard to understand where the maintenance items are and where they are in the budget; wouldn't there be a good working list that administrators had - Dr. Menzo previously created a spreadsheet and shared this with all administrators; part-time interventionist and Lyman Hall has a full-time interventionist - Sheehan wants the same; has already been taken care of, positive feedback on Office 45; positive feedback on Capstones; been conducted safety drills and how to handle the emergency lockdown

PPS - Jon Goodison was hired; has high school teaching experience; great addition to the department; last meeting was highly attended and was on financial planning for students with special needs; next meeting on June 7th

Diabetes walk was highly successful at Highland, Yalesville and Parker Farms. JDRF - sent rep to the schools. Raised over \$5,000 for JDRF and 10% of money raised is given to the schools.

**21. Schedule of SW PTAC Meetings for 16-17
Keep to the third Tuesday of the month**

22. Adjournment
Beth Raccio motion to adjourn, Tammy seconded