

HARTFORD BOARD OF EDUCATION

MINUTES

Regular Meeting – September 17, 2013

Pursuant to notice filed with the Secretary of the State, the Hartford Board of Education (hereinafter “Board”) met on Tuesday, September 17, 2013. The meeting was held at Bulkeley High School, 300 Wethersfield Avenue, Hartford, Connecticut 06114.

I. Call to Order

Mr. Poland called the meeting to order at 5:50 p.m. A quorum was present.

<u>Present:</u> Matthew Poland, Chair Lori Hudson, Vice-Chair Robert Cotto, Jr., Secretary Honorable Mayor Pedro Segarra Elizabeth Brad Noel Jose Colon-Rivas Richard Wareing	<u>Absent:</u> Cherita McIntye, Second Vice-Chair Luis Rodríguez-Dávila
Superintendent Christina Kishimoto	

II. Public Participation

Larry Deutsch, Hartford City Council person, raised concerns for the Choice program and its inequities. He stated that some students are lucky and are place in their options while others do not.

James and Sandra Baker, Farmington Residents and parents of a former student of the Hartford Magnet Trinity College Academy. Mr. Baker spoke regarding a field trip that her daughter and classmates took to the Nature’s Classroom in Massachusetts. He described the experience as being traumatic for her daughter and classmates.

Mrs. Baker, also spoke regarding the case of her daughter and the field trip to the Nature’s Classroom. She spoke on behalf of the students who attended the field trip and shared their traumatic experience. She asked the Board to eliminate the Underground Railroad portion for the Nature’s Classroom Field trip, to ensure that parents are fully informed about the learning objectives & activities planned on each and every field trip, and also to hold the adults who planned, supervised and participated in the reenactment responsible for their decision and actions up to and including issuing an apology, debriefing all the families affected by the trip (past and present) and reprimanding school leadership for the handling of this situation.

Mr. and Mrs. Baker provided a packet of information for the Board which contains: a copy of their testimonies; a copy of the Natures Classroom Report from HMTCA, and letters to the editor from The Daily Hampshire Gazette from parents in Northampton, Massachusetts, who objected to reenactment and had it stopped in their school district. A copy of the packet can be found in the official file of this meeting.

Levey Kardulis, Parent, spoke regarding the Ad-Hoc building committee and asked for the status of the report and recommendations about school buildings. He stated that the committee did not visit any of the school buildings, and there are several schools that are in bad condition. He also raised concerns about the shortage of custodians. Mr. Kardulis distributed a document listing the cost of supplies needed in the schools and asked to compare with the money allocated for those.

Andrea Johnson, Hartford Federation of Teachers President, raised concerns regarding comments made by Board members referring to the Teachers Union's concerns as being political. She stated that the concerns raised by HFT around the expansion of Achievement First were about their high suspension rates, the lack of certification of teachers, and discipline methods use by the school. Ms. Johnson concluded stating Board members Ms. Noel and Mr. Cotto were the only true educators serving in the Board.

Shellye Davis, Hartford Federation of Paraprofessionals President, raised concerns regarding the contract with Creative Intervention. She stated that paraprofessionals have not received training provided by them. She urged the Board to verify that the information provided is accurate.

III. Reports

1. Report of the Chair

Mr. Poland reported that Board members and administration held a couple of retreats during the summer to plan the work for upcoming months.

2. Report of the Superintendent

Dr. Kishimoto stated that September is attendance awareness month; she urged families to bring their children to school on time and on daily basis. She stated that administration is meeting with several groups including parents and families to encourage attendance. She asked the staff to report when a student is going to a situation that prevents him to attend school, so administration can assist the families that need support. It is important that the students attend school so they can get instruction to be successful in school.

Year End Financial Report as of June 30, 2013 – Paula Altieri, Chief Financial Officer

General Budget Final Year End Financial Report

Ms. Altieri reported that for the twelve-month period ending June 30, 2013. Expenditures amounts a total of \$283,907,570 million or 99.96% of the 2012-13 General Fund Budget of \$284,008,187 million. The 2012-13 fiscal year was closed with a positive variance of \$100,617.

The final variances are explained below:

- A positive variance in salary accounts total \$ 2,997,507, or 2% of salary budgets. The positive variance is attributable to:
 - Positive variance of \$ 1,295,079 in OSI and performance pay incentives;
 - Positive variance of \$ 714,444 in severance liabilities for retirees;
 - Positive variance of \$ 637,733 in part-time, substitutes, and extra pay salary accounts;
 - Positive variance of \$ 350,251 in salary savings resulting from attrition.

- A positive variance in professional contract and services of \$ 569,040, or 11.4% of professional services budgets. The positive variance is attributable to:
 - Positive variance of \$ 550,228 in MHIS services as a result of the indirect cost credit from federal grants;
 - Positive variance of \$ 18,812 for capital related expenditures transferred from the operating budget to CIP funds maintained by the City of Hartford.

- A positive variance in purchased property services accounts total \$ 1,029,225, or 14.5% of purchased property services budgets. The positive variance is attributable to the transfer of capital related building improvement expenditures of \$ 1,031,071 from the operating budget to CIP funds maintained by the City. The positive variance is offset by a slight deficit variance in maintenance supplies of \$ 1,846.
- A positive variance in system-wide purchased services totals \$ 479. The positive variance is attributable to favorable savings in communications and postage budgets of \$ 6,475 offset by a negative variance of \$5,996 in miscellaneous services budgets.
- A positive variance in supplies and materials/utility accounts totals \$ 22,988, or 0.2% of supplies, materials, and utility budgets. The positive variance is attributable to a surplus of \$ 55,171 in utility budgets, offset by a deficit of \$ 32,183 in instructional materials, text, and library books.
- A positive variance in capital outlay totals \$ 1,178,100, or 46.3% of capital budgets. The positive variance is attributable to:
 - The transfer of computers and equipment expenditures of \$1,019,437 from the operating budget to CIP funds maintained by the City of Hartford;
 - Favorable spending variances of \$ 158,663.
- A positive variance in other miscellaneous expenses totals \$ 1,879, or 0.2% of miscellaneous expenses budgets.
- A positive variance in fringe benefits totals \$ 101,398, or 0.2% of fringe budgets. The accounts which comprise this variance can be found in the Fringe Benefit Analysis report attached to this narrative.
- A negative variance in interfund transfers total \$ 5,800,000. This variance represents the agreement between HPS and the City of Hartford to reimburse up to \$ 5,800,000 for in-kind services provided on behalf of the Hartford Public Schools. Pursuant to this agreement, the funding for this reimbursement was derived by the transfer and direct expenditures of \$3,072,995 of HPS' capital related expenditures to CIP funding maintained by the City of Hartford; and \$2,727,005 of surplus variances. The City of Hartford has agreed to appropriate \$ 2,727,005 to HPS in FY 2013-14 to be used towards the acquisition of capital purchases, such as computers or equipment, or to be used for the renovations of school facilities as to be determined based on the report of the Ad Hoc Committee for School Facilities

Special Funds Final Financial Report as of June 30, 2013

Ms. Altieri reported that the Special Funds year-end report shows total grants received of \$ 134.1 million with total expenditures of \$115.8 million, for an ending balance of \$18.36 million or 13.7% of total grants received.

The final variances are explained below:

- Multi-year and carry forward grant funding total \$18,319,838, or 13.67%.
- One-year grant funding that lapsed at June 30, 2013 totals \$ 42,690. These grants are as follows:

- Carl Perkins \$ 6,785, or 1.3% of grant funding. The variance is attributable to attrition.
- Title IIA Carryover \$ 13,775, or 4.6% of carryover funding. The variance is attributable to surplus in the mandatory set-aside for non-public schools.
- Parent Academy \$ 314, or 0.4% of grant funding.
- Extended School Hours \$ 14,586, or 3.6% of grant funding. The variance is attributable to surplus funding in supplies and materials for community based-organizations.
- Department of Health Services \$ 7,230, or 0.8% of grant funding. The variance is attributable to attrition.

3. Committee Reports

- Ad-Hoc Building Committee

Mr. Wareing reported that the committee is working diligently to prepare the report; and there is a lot of work to be done. He stated that the report will include a number of suggestions for recommended action at the Board level, the superintendent level and at the staff level for things that should be done, and hopefully some additional allocations to bond money from the City. The report will be presented in October.

- Policy Committee

Mr. Cotto reported that the Policy committee met to review policies on Physical Activity and on School Governance Councils. Both policies are on the business agenda for first reading. The policy on Physical Activity/Childhood obesity and Nutrition was reviewed to align it with recent legislation changes. The Schools Governance Councils policy was reviewed to include an update and to make it more streamline and clear in some areas.

IV. Business Agenda

A. Items in Order of Importance

1. Grant Submission: Race to the Top Grant (Supt. et al)

Mr. Wareing moved, Mayor Segarra seconded; that the Hartford Board of Education authorizes the Superintendent of Schools to sign and submit a grant application for the Race to the Top Grant in the amount of approximately \$25 million.

Furthermore, the Hartford Board of Education also authorizes the Chairman of the Board of Education to sign the Race to the Top Grant application.

VOTE

In favor: Colon-Rivas, Hudson, Noel, Poland, Mayor Segarra, Wareing

Opposed: Cotto

Abstained: 0

Absent: McIntye, Rodriguez-Davila

The motion passed by voice vote.

2. Adoption of After School Standards Task Force Recommendations (Supt et al.)

The report from the After-School Program Standards Implementation Pilot and Review Committee is the result of a year-long review of the after-school standards proposed by the Task Force and adopted by the Board in November 2011. The charge of the original Task Force was to create a set of quality standards that can be used to ensure that after-school programs are aligned with the school day and provide rich instructional and enrichment opportunities for Hartford students.

Mayor Segarra moved, Mr. Wareing seconded; that the Hartford Board of Education adopts the recommendations of the After-School Program Standards Implementation Pilot and Review Committee.

VOTE

In favor: Colon-Rivas, Cotto, Hudson, Noel, Poland, Mayor Segarra, Wareing

Opposed: 0

Abstained: 0

Absent: McIntye, Rodriguez-Davila

The motion passed unanimously by voice vote.

3. First Reading: Policy No. 5131.1 / 6142.2 Childhood Obesity and Physical Exercise in Schools (Policy Committee)

Mayor Segarra moved, Mr. Wareing seconded; that the Hartford Board of Education accepts the first reading of the policy on Childhood Obesity and Physical Exercise in Schools.

The Board accepted the first reading. Action was not required at this time.

4. First Reading: Revised Policy No. 1211 School Governance Councils (Policy Committee)

Mayor Segarra moved, Ms. Noel seconded; that the Hartford Board of Education accepts the first reading of the policy on School Governance Councils.

The Board accepted the first reading. Action was not required at this time.

5. Second Reading and Adoption: Revised Policy 2141 Leadership Succession (The Board)

Mayor Segarra moved, Mr. Wareing seconded; that the Hartford Board of Education accepts the second reading and adopts the revised policy on Leadership Succession.

Mr. Poland made an amendment to change one word under segment A of the last paragraph to change the word "selection" committee to "search" committee.

VOTE

In favor: Colon-Rivas, Cotto, Hudson, Noel, Poland, Mayor Segarra

Opposed: 0

Abstained: 0

Absent: McIntye, Rodriguez-Davila, Wareing (was absent for the vote)

The motion passed unanimously by voice vote.

6. Second Reading and Adoption: Revised Policy 1215 Educational Foundations (The Board)

Mayor Segarra moved, Ms. Hudson seconded; that the Hartford Board of Education accepts the second reading and adopts the revised policy on Educational Foundations.

VOTE

In favor: Colon-Rivas, Hudson, Noel, Poland, Mayor Segarra

Opposed: Cotto

Abstained: 0

Absent: McIntye, Rodriguez-Davila, Wareing (was absent for the vote)

The motion passed by voice vote.

7. Second Reading and Adoption: Revised Policy No. 6146 – Grading (Chairman Poland, Ms. Hudson and Ms. McIntye)

Mayor Segarra moved, Mr. Cotto seconded; that the Hartford Board of Education accepts the second reading and adopts the revised Policy on Grading.

Mayor Segarra left the meeting at 8:10 p.m.

VOTE

In favor: Colon-Rivas, Hudson, Poland, Wareing

Opposed: Cotto

Abstained: Noel

Absent: McIntye, Mayor Segarra, Rodriguez-Davila

The motion passed by voice vote.

8. Acceptance of Funds: Travelers Grant for Asian Studies Academy and High School Inc. \$300,000 (Supt et al)

Travelers, a Fortune 500 corporation located in the City of Hartford, is Hartford Public Schools' top corporate donor. Over the last five years Travelers has donated over \$5 million in support of our work. In addition, Travelers' employees have been fully engaged in the implementation of our reform efforts.

The Asian Studies Academy and High School, Inc. both have long standing relationships with Travelers and its employees. The \$300,000 grant will be used to support various activities at the schools. High School, Inc. will receive \$225,000 and Asian Studies Academy will receive \$75,000.

Ms. Hudson moved, Mr. Wareing seconded, that the Hartford Board of Education authorizes the Superintendent to accept funds in the amount of \$300,000 from Travelers and allocate said funds according to the agreed upon grant guidelines.

Mr. Colon-Rivas left the meeting at 8:15 p.m.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0

Abstained: 0

Absent: Colon-Rivas, McIntye, Mayor Segarra, Rodriguez-Davila

The motion passed unanimously by voice vote.

9. Contract Approval: Creative Intervention, LLC \$706,200 / 3-year contract (Supt et al.)

Creative Interventions, LLC provides highly trained consultants to train teachers and paraprofessionals on the development of skills acquisition, as well as managing problematic behaviors for students with autism. Creative interventions, LLC also provides schools with individualized interventions in the form of consultative services.

Mr. Wareing moved, Ms. Noel seconded; that the Hartford Board of Education authorizes the superintendent to execute a contract with Creative interventions, LLC, for the time delineated in the contract ending October 1, 2016; for an amount not to exceed \$235,400 per year, not exceed \$706,200 over the 3-year contract term.

VOTE

In favor: Hudson, Noel, Poland, Wareing

Opposed: Cotto

Abstained: 0

Absent: Colon-Rivas, McIntye, Mayor Segarra, Rodriguez-Davila

The motion passed by voice vote.

10. Contract Continuation Approval: Dr. Eric B. Cohen \$420,000 / 3-year contract (Supt et al.)

Dr. Cohen provides psychiatric oversight to students who are in need of clinical services, who are identified as having emotional disturbances. Dr. Cohen provides psychiatric evaluations and consultation for Hartford Public Schools students, who are referred through the PPT process. Dr. Cohen also provides professional development to staff.

Mr. Wareing moved, Ms. Noel seconded, that the Hartford Board of Education authorizes the Superintendent to execute a contract with Eric B. Cohen, MD, LLC, for the term delineated in the contract ending October 1, 2016, at a cost not to exceed \$140,000 per year, not exceed \$420,000 over the 3-year contract term.

This is a contract that went for RFP but no one submitted proposal.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0

Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

11. Contract Approval: Infosnap, Inc. \$126,200 / 2-year contract (Supt et al.)

Hartford Public Schools will contract with Infosnap, Inc. to provide a bilingual (English/Spanish) online platform for parents to register their children in schools, fill out all District required forms; and update their contact information throughout the year.

Mr. Wareing moved, Ms. Noel seconded; that the Hartford Board of Education authorizes the Superintendent to execute a contract with infosnap, Inc. for the term delineated in the contract ending July 31, 2015, for a cost not to exceed \$126,200. Furthermore, this contract may be extended for a term of three more years at a cost not to exceed \$166,191, based on performance and funding availability.

Board members raised concerns for the use of online forms and adding another step to the registration process. They recommended exploring Powerschool as an option.

Discussion followed.

VOTE

In favor: Hudson, Poland,

Opposed: Cotto, Noel, Wareing

Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion failed.

12. Contract Continuation Approval: Sungard Public Sector \$125,165 (Supt et al.)

Performance Plus is a web-based, district-wide system that assists educators to track and analyze student performance against State standards; map and manage curriculum as well as build and administer local online benchmark assessments. Performance Plus arms educators with information to make data driven decisions that enhance instruction and increase both individual student achievement as well as overall district achievement.

Mr. Wareing moved, Mr. Cotto seconded; that the Hartford Board of Education authorizes the Superintendent to execute a contract with SunGard Public Sector, for the term delineated in the contract ending September 30, 2014; at a cost not to exceed \$125,165.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0

Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

13. Contract Approval: Scholastic, Inc. \$117,975 (Supt et al.)

Math 180 is a program to advance intervention focus on math. It is aligned to Common Core State Standards, and will advance the skill level of Hartford Public Schools middle-years students.

Mr. Wareing moved, Mr. Cotto seconded; that the Hartford Board of Education authorizes the Superintendent to execute a contract with Scholastic, Inc., for the term delineated in the contract ending September 18, 2014; at a cost not to exceed \$117,975.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0
 Abstained: 0
 Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

B. Executive Session (Collective Bargaining: The Hartford Federation of School Secretaries)

At 8:52 p.m., Mr. Poland accepted a motion from Ms. Hudson to enter executive session to discuss collective bargaining; Mr. Wareing seconded.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing
 Opposed: 0
 Abstained: 0
 Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

Those in attendance:

<p><u>Present:</u> Matthew Poland, Chairman Lori Hudson, Vice-Chair Robert Cotto, Jr., Secretary Elizabeth Brad Noel Richard Wareing</p>	<p><u>Absent:</u> Cherita McIntye, Second Vice-Chair Honorable Mayor Pedro Segarra Jose Colon-Rivas Luis Rodríguez-Dávila</p>
<p>Superintendent Christina Kishimoto</p>	

The executive session adjourned at 9:03 p.m.

The business meeting reconvened at 9:04 p.m.

14. Approval of Proposed Collective Bargaining Agreement: Hartford Federation of School Secretaries (Supt. et al)

The Hartford Board of Education approves the proposed Collective Bargaining Agreement with the Hartford Federation of School Secretaries, Local 1018C, AFT, AFL-CIO. The parties reached a tentative agreement on August 14, 2013; the membership of the bargaining unit ratified the tentative agreement on August 28, 2013.

Mr. Wareing made a motion, Mr. Cotto seconded; that the Board of Education approves the proposed Collective Bargaining Agreement with the Hartford Federation of School Secretaries, Local 1018 C, AFT, AFL-CIO.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing
 Opposed: 0
 Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

C. Consent Agenda

Mr. Poland accepted a motion from Mr. Wareing to removed item 15 from the consent agenda; Ms. Hudson seconded.

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0

Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

15. Acting Administrative Appointment (Supt et al.)

Mr. Wareing moved, Ms. Hudson seconded; that the Hartford Board of Education approves the Superintendent's recommendation to appoint Bethany Sullivan to the position of Acting Principal, McDonough Expeditionary Learning School; effective September 30, 2013.

VOTE

In favor: Cotto, Hudson, Poland, Wareing

Opposed: 0

Abstained: Noel

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed by voice vote.

C. Consent Agenda (continued)

Mr. Wareing made a motion to accept all items under consent agenda; items 16, 17 and 18; as presented on the consent agenda; Ms. Hudson seconded.

16. Contract Continuation Approval: Connecticut Pediatric Neuropsychology Associates \$80,000 (Supt et al.)

Connecticut Pediatric Neuropsychology Associates provides neuropsychological consultations and evaluations to Pre-Kindergarten to 12 Hartford Public Schools students who are mandated to receive these services. Referrals are made through PPTs.

That the Hartford Board of Education authorizes the superintendent to execute a contract with Connecticut Pediatric Neuropsychology Associates for term delineated in the contract ending October 1, 2014; at an amount not to exceed \$80,000.

17. Approval of School Construction Plans and ED042 Submittal – West Middle School (Supt. et al)

That the Hartford Board of Education approves the final plans and authorizes the architects to submit the documents for the construction phase of work for West Middle School (State Project #064-0303), to the Bureau of School Facilities for their review and approval.

18. Approval of General Budget Allocation Changes through June 30, 2013 (Finance and Audit)

VOTE

In favor: Cotto, Hudson, Noel, Poland, Wareing

Opposed: 0

Abstained: 0

Absent: Colon-Rivas, McIntye, Rodriguez-Davila, Mayor Segarra

The motion passed unanimously by voice vote.

V. Adjournment

The meeting adjourned at 9:10 p.m.