

The Board of Education

Town of Brooklyn
119 Gorman Road
Brooklyn, CT 06234

Nathan Richards, Board Chair
Keith Atchinson, Secretary
Mae Lyons

Joan Trivella, Vice-Chair
Melissa Perkins-Banas

Mission: The Brooklyn Schools will foster a drive for learning within each student to reach his/her greatest potential. To achieve this mission, the school will continually improve its educational programs and services to meet this community's expectations for a quality education for all.

The Brooklyn Board of Education held its regular monthly meeting on September 25, 2019 in the Central Office Community Room. In attendance were Mr. Richards, Mrs. Trivella, Mrs. Lyons, and Dr. Perkins-Banas. Mr. Atchinson arrived at 7:02 pm. Mrs. Buell, Superintendent, Mr. Otto, Board of Finance, and Ms. Vachon, Finance Director, Amanda Brown, Special Education Director, Heather Tamsin, BMS Principal, Josh Torchia, BMS Assistant Principal, Paula Graef, BES Principal, and Mark Weaver, BES Assistant Principal, were also present. Members of the teaching staff and public were in the audience.

1. Attendance, Establishment of a Quorum, Call to Order
Quorum established. Mr. Richards called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance
3. Public Comment
None
4. Approval of Minutes
 - a. Board of Education Regular Meeting August 28, 2019
Motion to approve the Regular Meeting Minutes of August 28, 2019 (Lyons/Trivella)
No discussion, unanimous vote to approve
5. Correspondence and Communication
 - a. Thank you to Patricia Morgan
Mrs. Buell stated that a thank you note was sent out to The Beagary Charitable Trust for the donation of \$10,000 to purchase chromebooks for the Brooklyn Middle School for the one to one learning environment for students.

- b. Thank you Eliza Simpson
Mrs. Buell sent a thank you note to Eliza Simpson for creating backpacks filled with supplies for Brooklyn students. Eliza is involved with Kids Who Help Kids and a former Brooklyn student at Woodstock Academy.
 - c. Thank you Davis Simpson
Mrs. Buell sent a thank you note to Davis Simpson for creating backpacks filled with supplies for Brooklyn students. Davis is involved with Kids Who Help Kids and a former Brooklyn student at Woodstock Academy.
 - d. Thank you Windham Bar Association
Mrs. Buell stated that Windham Bar Association contacted her in regards to a drive they were doing and were interested in donating backpacks and school supplies to the Brooklyn Schools.
 - e. Thank you Girl Scout Troop 65416
Mrs. Buell sent a thank you to the Girl Scout Troop for the Buddy Benches. The Buddy Benches were delivered the day before school started and students have been using them and using them appropriately. During the PTO Cookout, people were enjoying bench time.
 - f. Thank you CrossFit Aisling
Mrs. Buell stated that CrossFit Aisling contacted her last week on a drive they did with their membership where they collected school supplies (i.e. markers, pencils, glue, crayons, etc.). A thank you note will be going out to CrossFit Aisling.
6. Brooklyn's Best
Mr. Richards stated that special guests would be arriving around 7:30 for Brooklyn's Best.

BES

- 1. Successful Open House and BBQ
- 2. Productive New Teacher Roundtable Session
- 3. Restorative Practices are making an impact in classrooms
- 4. Multiple parents have volunteered to help with Start With Hello Week

BMS

- 1. Open House was well attended
- 2. Internet Safety Parent Event- Over 40 families in attendance
- 3. Miss Geeza and Miss Mackewicz offered an Internet Safety workshop for any students that came with families (14 ranging from grade 2 - grade8)
- 4. Sports: 72 participants in Cross Country
Soccer teams have started games as of Sept. 17
Parent Information Meetings offered at night and during the day
- 5. Start With Hello kick-off assembly hosted by students

Motion was made to move New Business item #11 to 7.1
(Trivella/Perkins-Banas)
No discussion, unanimous vote to approve.

7.1 New Business

The new law requires the minimum wage to increase from its current level of \$10.10 to:

- \$11.00 on October 1, 2019;
- \$12.00 on September 1, 2020;
- \$13.00 on August 1, 2021;
- \$14.00 on July 1, 2022; and
- \$15.00 on June 1, 2023

Currently paraprofessional and cafeteria substitutes are paid minimum wage. If a paraprofessional works 7 hours at \$11.00/hour they will make \$77.00. Teacher substitutes currently are paid \$75/day.

I would suggest that we change the sub pay:

Currently:	Certified \$85/day	Non-certified \$75/day
Proposed:	Certified \$95/day	Non-certified \$85/day

Budget implications: Currently we have \$114,600 in the budget for teacher subs. This would equate to 1348 days of certified subs. If they were paid \$5.00 more per day this would equate to \$6,741 dollars more, or approximately 75 fewer days of subs. This is an average of 127 subs each month for 10 months.

The minimum wage increase is projected to impact us:

Paraprofessional subs: budget \$26,000 or 367 days of subs. The increase would be .90/hour X 7 hours or an increase of \$2,312.

The total increase to the budget would equal: \$6,741 + \$2,312=\$9,053.

Motion: to raise the daily substitute rate to \$95/day for certified teacher subs and \$85/day for non-certified teacher subs.

(Trivella/Lyons)

No discussion, unanimous vote to approve

7. Administrative Reports

a. Current Budget Balance: FY 19; FY 20

Ms. Vachon discussed the budget balance for Fiscal Year 2019 and Fiscal Year 2020. Ms. Vachon is looking for the board to approve the line item transfers. Mrs. Buell explained some of the budgeted line items as well.

Motion to table Fiscal Year 2019 for now for further discussion and understanding.

(Trivella/Lyons)

No discussion, unanimous vote to approve

6. Brooklyn's Best Continued

Mrs. Green introduced 4 Middle School student council members to the Board of Education. The students explained how they started "Start With Hello" promise this year at the school wide assembly. A "Tree of Life" was painted on a wall across from the gym and students will be tracing their hand and cutting it out for leaves on the tree. Also, there will be a kindness box where students can write down a student's name that did an act of kindness for another student and inspirational quotes are being put on lockers. Each day student council members are trying to get students involved in an activity to get to know other students. They will also be starting a self-esteem project.

Mrs. Graef introduced 4 elementary students who are involved with "Start With Hello" week at the elementary school. They stated how they started the week with "Start With Hello" by making a video, handed out name tags for students and staff for everyone to meet new people and start a conversation, and making "Hello" posters to say hello to every student.

7. Continuing Administrative Reports

a. Fiscal Year 2019

Ms. Vachon and Mrs. Buell continued reviewing and discussing the budget and line items with the board. To date the BOE has received \$18,338,062 including transfer of funds to the BOE as part of our appropriated budget, donations, revenue and tuition payments. To date expenses total \$18,275,435. This would suggest a balance of \$21,733 based on the appropriated budget. There are additional changes being made to accurately report expenditures and revenues. The BOE has an outstanding liability. This relates to fees associated with outstanding payments that need to be made for taxes. Ms. Vachon is asking the BOE to accept the 2018-2019 line item transfers to clear negative balances.

Fiscal Year 2020:

Ms. Vachon stated to date we have received \$2,454,000 transfer of funds to the BOE as part of our appropriated budget. We have not received any grant funds. To date expenses total \$2,136,754.89, or 11.4% of the budget. Line item transfers need to be made to reduce any negative balances.

Motion made to accept the 2018-2019 line item transfers to clear negative balances.

(Lyons/Trivella)

No discussion, unanimous vote to approve

b. District and School Advancement Plans

Mrs. Buell discussed district goals where she will support BES and BMS with building advancement plans by creating the conditions necessary to increase

student achievement. Baseline data and progress monitoring will be reviewed monthly. Classroom observations will be conducted monthly. Focus will be on the teacher evaluation rubric. Student successes will be shared monthly during Board of Education meetings. Professional development for the leadership team will revolve around Dare To Lead by Dr. Brene' Brown and Visible Learning.

Mrs. Graef discussed the BES Goal 1: Literacy Goal: All students will demonstrate vertical growth in the same area of literacy from fall to spring as evidenced by end of year benchmark assessments. 80% of students that are not meeting grade level expectations on the reading STAR assessment will make more than one year's growth from Spring 2019 to Spring 2020. Students that are meeting or exceeding grade level expectations on spring 2019 STAR will continue to meet or exceed grade level expectations in Spring 2020. She stated Easconn will be coming in to work with staff. Also, they have adopted the Phonics program that goes along with the reading and writing program they've been using. Classroom libraries will be a focus to make sure each classroom has all the materials/books they need.

Mr. Weaver discussed the BES Goal 2: Numeracy Goal: All students will demonstrate vertical growth in the same area of numeracy from fall to spring as evidenced by end of year benchmark assessments. 80% of students that are not meeting grade level expectations on the math STAR assessment will make more than one year's growth from Spring 2019 to Spring 2020. Students that are meeting or exceeding grade level expectations on spring 2019 STAR will continue to meet or exceed grade level expectations in Spring 2020.

Mrs. Graef discussed the BES Goal 3: Parent Feedback Goal: BES will strengthen the home-school connection and provide increased opportunities for family and community engagement to enrich student learning.

Mr. Torchia discussed the BMS Goal 1: Literacy Goal: Teachers College Reading Workshop (TRW) implementation will continue this year in collaboration with the elementary school. Teachers from grades 5-8 will engage in professional development in the area of Reader's Workshop and will implement at least three units of study.

Mr. Torchia discussed the BMS Goal 2: Literacy Goal: Teachers College Writing Workshop (TWW) implementation will continue this year in grades 5-8 in collaboration with the elementary school. Teachers from grades 5-8 will engage in professional development in the area of Writer's Workshop and will implement at least three units of study.

Mrs. Tamsin discussed BMS Mathematics Goal 3: All students will demonstrate vertical growth in the area of numeracy from fall to spring as evidenced by end

of year benchmark assessments. 80% of students will achieve a Student Growth Percentile(SGP) of 35 or higher on STAR. She stated she's excited with the direction the school has been going using EngageNY and the conversations that teachers have been having.

Mrs. Tamsion discussed the BMS Parent Feedback Goal 4: Support development of family digital literacy. There were about 36 parents that responded to the survey the year before. The goal was to try and double that and 99 parents responded to the survey last year. There was an Internet Safety assembly and an Instagram page was started and have 178 followers to date.

Mr. Torchia discussed the BMS Reading Goal 5: All students will demonstrate vertical growth in the area of literacy from fall to spring as evidenced by end of year benchmark assessments. 80% of students will achieve a Student Growth Percentile (SGP) of 35 or higher on STAR.

Mrs. Tamsin discussed the BMS Curriculum Goal 6: Work to align the curriculum with current standards in Science, Social Studies and Related Arts. Curriculum documents will be completed and available through google documents. Curriculum created addresses the new standards in these academic areas.

Mr. Weaver and Mr. Torcha discussed the BES and BMS Collaborative School Climate Goal 1: To investigate/implement Restorative Discipline Practices. BES and BMS Restorative practices committees will meet throughout the year to discuss the impact and challenges of restorative practices establishment in the two schools.

There was a discussion on how to increase student achievement and about getting parents more involved by doing things digitally such as communicating with each other through email. Parents are reaching out and being more interactive with school.

c. Chromebook Contract

Mrs. Buell went over the chromebook contract that went home with middle school students.

d. SBAC Data: Scores compared to State Average; Scores levels 1-4, Four Years of Data

Mrs. Buell reviewed the test scores of students that are achieving a level 3 or 4, which means the students are meeting goal or exceeding state average in Language Arts. She also went over the test scores for math and said there is room for improvement.

Mr. Otto stated he looked at test results for schools in the state and stated that other towns are doing better than Brooklyn students in Language Arts and Math. He's hoping that if we implement coaching to improve the ability of the teachers, students will start to perform better.

- e. 2017-18 District Performance Report
Mrs. Buell reviewed the report.
 - f. Enrollment Report
Mrs. Buell reviewed the report and stated that the number of students are growing.
 - g. PDEC: Professional Development and Evaluation Committee
Mrs. Buell stated that the committee is looking at the evaluation cycle and what evaluation tool will be used and would require board approval before submitting to the state. The committee will be looking at the process of evaluations. Mrs. Buell will bring this forward to the board at a later date.
8. Board of Education Committee Reports
None
9. Board Representatives to other Committees
Mr. Richards attended the Board Retreat on Saturday at Woodstock Academy looking at fundraising methods in order to increase donations. He visited the north and south campus and viewed the changes that have been made.
- Mr. Richards mentioned that Eastconn has a new Leap Program in 20 locations. They've added 21 new buses and a bus garage to accommodate this.
- Mr. Richards mentioned the CABA conference is coming up October 15th and 16th at the Mystic Marriott for all board members.
- Mrs. Perkins-Banas mentioned discussion has surrounded around Spooky Nights for the Brooklyn Parks and Recreation, which is October 11th and 12th at the Brooklyn Fairgrounds, as well as the after school program at the elementary school.
10. Old Business
None
11. New Business
Mrs. Buell stated that UConn approached Brooklyn Schools again about a reading study, which is voluntary. If we engage with them, we would get direct instruction to our teachers, coaching, around reading instruction. It would be a blind study and parents can volunteer. The study is called the Caring Project.

Mr. Richards entertained a motion to accept that UConn do a reading study where its voluntary for parents to have their child participate in the study.

(Perkins-Banas/Atchinson)

No discussion, unanimous vote to approve

12. Public Comment

None

13. Adjournment

Motion to adjourn at 9:45p.m.

(Lyons/Perkins-Banas)

No discussion, unanimous vote to approve

Respectfully Submitted,

Donna L. DiBenedetto

Donna L. DiBenedetto

Board Clerk