

West Hartford Public Schools  
Board of Education  
Regular Board Meeting  
**September 3, 2013**

Present: Ms. Katz, Dr. Overmyer-Velazquez, Mr. Putterman, Mr. Sarzen, Mr. Schmitt, Mr. Zydanowicz, Superintendent List, Student Representatives Jordan Gelber (Hall), Randa Griffin (Conard)  
Absent: Mrs. Ma

Regular Meeting – Town Hall – Legislative Chamber

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The meeting was called to order at 7:01 p.m.

*Roll Call/Pledge of Allegiance/Revision to Agenda*

John Joyce, 170 S. Main St., addressed the Board regarding transparency and requested that all documents, historical and current, be posted on the website and available to the public.

*Public Communications*

Ms. Katz moved, seconded by Mr. Sarzen:

THAT the West Hartford Board of Education designate itself as the personnel search committee for the purpose of conducting the search for a successor Superintendent:

*Motion to Designate the West Hartford Board of Education as the Personnel Search Committee for the Purpose of Conducting the Search for a Successor Superintendent*

Mr. Putterman defined the process including the availability of an on-line survey and Town Hall style meetings to gather input for a hiring profile. The merits of seeking internal and external candidates were discussed. Board members applauded the legacy of Dr. List and stressed the importance of the task and the value of continuing the momentum and initiatives. Input from parents and community to identify key qualities was encouraged.

The motion passed unanimously.

Dr. Karen List announced the impressive recognition and awards received by some district teachers and noted special student accomplishments as well. Her positive observations at various schools on the opening day and her excitement for the start of a new school year were shared. The newly hired administrators were introduced and the task of learning and understanding the instructional framework, the implementation of the Common Core State Standards and alignment with the new Smarter Balanced Assessments versus the CMT/CAPT was reviewed. Dr. List recognized the efforts of all staff throughout the district to insure the safety and security of buildings for the opening of school.

*Superintendent's Report*

The Executive Team was introduced and provided an update on the opening of school and all were available to address the questions and concerns of the Board:

- Dr. Nancy DePalma., Assistant Superintendent of Curriculum, Instruction and Assessment, reviewed the District Development and Performance Plan and outlined professional development training and workshops at the elementary and secondary levels. The participation in various summer programs, textbook purchases and the support offered to new teachers and administration was summarized.
- Mr. Tom Moore, Assistant Superintendent for Administration, acknowledged the shorter summer in terms of a reduced timeline to complete required projects. Gratitude was expressed the Bob Palmer and the Plant and Facilities staff and the capital improvement projects accomplished throughout the district school buildings were highlighted. The motivation and intention behind student participation and the percentages in the summer programs was shared. The major projects and initiatives accomplished by Information Technology, the impact of road construction on buses and student transportation and the numbers of new students enrolled were reported.
- Mr. Rick Ledwith, Executive Director of Human Resources, provided a summary of the spring and summer recruitments efforts for new and interim teachers and administrators. He reported on the strong pool of highly qualified candidates both internal and external and the efforts in place to continue to achieve the goal of increasing professional staff diversity. An update on the new Teacher and Administrator Evaluation Plans, the denial of the implementation waiver request by the Commissioner of Education and retaining the services of Patrick Flynn with ReVision Learning Partnership was reported.
- Mr. Glenn McGrath, Director of Pupil Services, provided an overview of the staffing for certified teachers and support personnel and commended the leadership of the Summer School programs. The priorities and initiatives of the Department's Development and Performance Plan and the new leadership and goals of the School Counseling Department were highlighted.

*Opening of School  
Briefing*

- Mr. Chip Ward, Director of Finance and Planning, provided a snapshot of enrollment and projections at the elementary, middle and high schools.

Mr. Tom Moore, Mr. Chip Ward, Mr. Bob Palmer and Mr. Hugh Schweitzer presented an overview of the initial stages of the Charter Oak project including the selection of an architectural firm and construction management firm. The activity, contributions and on-going involvement of the Parent Advisory Committee, the anticipated timetable and review of a cost estimate and concept design diagrams were outlined. All were available to answer the questions and concerns of the Board.

Board members discussed the opportunities available for the entire community to provide input and stressed the importance of active engagement and involvement by all stakeholders. The accountability methods expected to insure budget and construction adherence, the involvement of Planning and Zoning Departments and outreach to prospective students were discussed. The targeted completion date of Fall 2016 was stated.

Ms. Katz moved, seconded by Mr. Schmitt:

THAT the Board of Education approve the Minutes of the Special Board of Education Meeting of June 4, 2013

The motion passed unanimously.

Mr. Schmitt moved, seconded by Mr. Sarzen:

THAT the Board of Education approve the Minutes of the Regular Board of Education Meeting of June 4, 2013

The motion passed unanimously.

Ms. Katz moved, seconded by Mr. Schmitt:

THAT the Board of Education approve the Minutes of the Special Board of Education Meeting of June 26, 2013

The motion passed 4-0-2

Abstained: Dr. Overmyer-Velazquez, Mr. Zydanowicz due to absence

Randa Griffin (Conard) reported on freshman orientation, the 'Stop

*Charter Oak  
International Academy  
building Project Update*

*Approval of Minutes*

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Hunger Now' and 'Lead By Example' campaigns, AP Boot Camp and the kick-off of fall sports.

*Report from Student Board Representatives*

Jordan Gelber (Hall) reported on the start of a new school year and the success of Link Crew in easing the transition for freshmen. Summer theater performances in Scotland and improvements in the parking lot and bathroom facilities were noted.

Mr. Putterman announced the following meeting dates:

1. Tuesday, September 17, 2013, 7:00 p.m., Town Hall, 50 South Main Street, Legislative Chamber, room 314
2. Tuesday, October 1, 2013, 7:00 p.m., Town Hall, 50 South Main Street, Legislative Chamber, room 314
3. Tuesday, October 15, 2013, 7:00 p.m., Town Hall, 50 South Main Street, Legislative Chamber, room 314

*Announcement of Meeting Dates*

John Joyce, 170 South Main St., addressed the Board requesting the Board consider a national search for the replacement of Dr. List and shared a reading.

*Comments from Visitors*

Mr. Schmitt moved, seconded by Dr. Overmyer-Velazquez:

That the Board adjourn at 8:45 p.m.

*Adjournment*

The motion passed unanimously.

ATTEST:

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Bruce Putterman, Chairperson      Naogan Ma, Secretary  
*Respectfully submitted by: Ms. K. Lawrence, Clerk of the Board*

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