

Connecticut State Board of Education
Connecticut Technical High School Committee
Minutes of Meeting
September 10, 2008

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical High School Committee, the "Committee" met on September 10, 2008 at the State Department of Education, Hartford.

I. Chairman Coolican called the meeting to order at 9:45 a.m.

Committee Members Present: Mr. Donald Coolican, Chairman
Mrs. Theresa Hopkins-Staten

SDE Staff Present Dr. Abigail L. Hughes, Superintendent
Mr. Robert Lombardi, Assistant Superintendent
Mr. Ceferino Lugo, Assistant Superintendent

II. Executive Session – None

III. Consideration of Minutes of the July 22, 2008 Connecticut Technical High School Committee Meeting

At the request of Chairman Coolican, the minutes will be considered at the next CTHS Committee meeting.

IV. Public Participation

Mr. Rick Tanasi, President, State Vocational Federation of Teachers (SVFT). Mr. Tanasi thanked the CTHS Committee on acknowledging SVFT's request of an oversight committee as the new model of Wright Tech develops.

V. Consent Agenda - None

VI. Items for Connecticut Technical High School Committee Action: None

VII. Items for Discussion

a & b) J.M. Wright Tech Update and b) Process for Monitoring J.M. Wright Tech
Dr. Hughes stated that J.M. Wright has an Interim Principal, Mr. Joseph LaVorgna. The number of 9th grade students enrolled to attend Wright Tech as of September 10, 2008 was 68. She stated that the representative group that met as a Wright Tech Planning Committee will be asked to participate as an advisory committee. Mrs. Hopkins-Staten recommended including a student on the committee. Mr. Coolican said he would try to make the next meeting. Dr. Hughes will keep the CT Committee apprised. The 2008-09 Principal's Recruitment Plan for Wright Tech was shared with the committee members. A copy of the report is on file at Central Office.

c) Process for Hiring Assistant Superintendent, Curriculum and Instruction

Dr. Hughes explained the process on filling this position. The Governor has approved refilling this position, however, it has yet to be approved by DAS and OPM. Once approved, the position will be posted on the website and an ad placed in newspapers. The applicants will be screened and the selected candidates will go through a 3 part interview process, which includes a presentation, writing prompt and interview questions. Mrs. Hopkins-Staton strongly recommended background checks be performed on the applicants. Dr. Hughes stated that the department does not currently perform background checks but would share that recommendation with the Bureau of Human Resources.

d) Update on School Inventory Process

Mr. Robert Lombardi gave a brief overview of the school inventory process. The State Department of Education and the Connecticut Technical High School System Inventory Committee are in the process of revising the Inventory Policies and Procedures Manual and create an implementation plan to put in place in the agency and the schools by January 1, 2009. Mr. Coolican and Mrs. Hopkins-Staton expressed their concern on the loss of equipment and want to be sure that all equipment will be assigned and tagged and have staff held responsible for any lost inventory. They also suggested the person(s) responsible for the lost equipment explain to the Audit Committee where the breakdown occurred resulting in loss of equipment. The handout is on file in Central Office.

e) Update on Charter Oak Clinic at Prince Tech

Mr. Lugo gave a brief overview on the clinic. The clinic opened its doors on May 22, 2008. To date 59 students have received various services provided by the clinic. A summary is on file at Central Office.

f) CTHS Committee Meeting Locations

A proposed schedule will be provided at the next meeting for the committee's review and approval.

g) Funding for Trade Supplies

A discussion was held on the need to secure additional funds for trade supplies. Committee members expressed their concern on the lack of funds available to the schools to purchase the necessary trade supplies for the students. With fewer donations coming in from companies and OPM denying additional funds, it has become very difficult for the instructors to train their students without the proper supplies. CTSS will continue to include trade supplies in their budget request.

h) Film, TV, Video and Media Production at Cheney Tech

At the request of Chairman Coolican, this item will be discussed at the next CT Committee meeting.

VIII. Report of the Superintendent

Dr. Hughes spoke briefly on the preliminary enrollment at the tech schools. Official enrollment figures will be presented based on October 1, 2008 data. The handout is on file at Central Office. She also stated that the principal's recruitment plan and goals is reviewed and followed up by the school's supervisor to ensure each school follows through.

IX. Other Matters

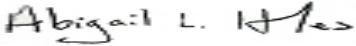
Mrs. Hopkins-Staten asked for an update on the construction at Eli Whitney. Dr. Hughes stated that the project had not gone to bid due to problems with access needed for special ed and 504 students. Further delay was due to a number of retirements from the Department of Public Works. CTHSS hopes to go to bid in November/December, 2008; award the contract in March 2009 and break ground on April 2009.

X. Public Participation

Mr. Rick Tanasi, President, State Vocational Federation of Teachers, stated that he would like to see the Assistant Superintendent for Curriculum and Instruction posting emphasize a trade/technology background.

XI. Adjournment

The meeting was adjourned at 10:48 a.m.

Prepared by 
Abigail L. Hughes, Superintendent

Minutes approved at the October 27, 2008 meeting