

**CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD  
Hartford, CT**

**Minutes  
Full Board  
September 15, 2021**

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter "Board") met on September 15, 2021 At E.C. Goodwin Technical High School and via Zoom Virtual Conference.

**I. Call to Order**

Mr. Robert Trefry called the meeting to order at 9:06am.

Present:                    Robert Trefry, Board Member  
                                 Patricia Keavney-Maruca, Board Member  
                                 George Anderson, Board Member  
                                 Jeff Aucker, Board Member  
                                 Christine Benz, Board Member  
                                 Todd Berch, Board Member  
                                 Eric Brown, Board Member  
                                 Duncan Harris, Board Member  
                                 Kelli-Marie Vallieres, Board Member  
                                 Karen Wosczyzna Birch, Board Member  
                                 Jeffrey Wihbey, Superintendent of Schools

Absent:                    Christine Benz, Board Member  
                                 Lindy Lee Gold, Board Member  
                                 Fitz Walker, Board Member

**II. Public Participation**

There was no public participation.

**III. Items for Discussion Presentation**

**A. 2020 Teacher of the Year Recognition**

Mr. Robert Trefry, chair of the Board, Mr. Jeffrey Wihbey, Superintendent of Schools, Ms. Patricia Keavney-Maruca vice chair of the Board, and Mr. Paul Angelucci, SVFT Union Representative, presented the 2020 Teachers of the Year with awards of recognition:

Abbott Tech, Steven Bova – Instructor, Precision Machining Technology

Bristol Tech, Rob Ellis – Instructor, Automotive Technology  
Bullard Haven Tech, David Witter – Instructor, Culinary Arts  
Cheney Tech, Mallory Walsh – Instructor, Special Education  
Ellis Tech, Cassandra Green – Instructor, English  
Goodwin Tech, Loren Rozanski – Instructor, Social Studies  
Grasso Tech, Kathleen Rowsam – Instructor, English  
Kaynor Tech, Brian Stasaitis – Instructor, Special Education  
Norwich Tech, Laura Velez – Instructor, Marketing, Management and Entrepreneurship  
Emmett O'Brien, Raymond Moran – Department Head/ Instructor, IST  
Platt Tech, Daniel Quinn – Instructor, Social Studies  
Prince, Michael Levandowski – Instructor, Mathematics  
Vinal Tech, Ryan Barnes – Instructor, Culinary  
Whitney Tech, Peter Dzialo – Instructor, Social Studies  
Wilcox Tech, George Wruck – Department Head, Electronics Technology  
Windham Tech, Patricia Long – Instructor, English  
Wolcott Tech, Dominic Pellegrino – Instructor, Mathematics  
Wright Tech, Robert Kucharski – Instructor, Physical Education/Health

## **B. New Administrators Induction**

Mr. Wihbey announced support staff that joined CTECS this year:

Simone Bronson – Clerical supporting HR office

Susan Kimlingen – External literacy facilitator, supporting students and staff in reading instruction.

Jeanette Rush – processing tech in talent management office

Shannon Ritter – Support for IT department

Virgen Sherry – Support for Superintendent's office

Mr. Wihbey informed the Board of the transitions within CTECS schools and Central Office – Carlos Aldave, Cheney principal, stepped up as principal at Eli Whitney.

Bonnie Bell, supporting Talent Management, has been diligently tracking CTECS open positions.

Rafael Calixto is Ellis Tech's new principal, a long-time department head and assistant principal.

Don Concascia is Norwich Tech's new principal, a welcomed problem solver.

Platt Tech's Assistant Principal Tom Demers, served as Bullard Haven's principal temporarily.

Justin Lowe, a former district assistant principal, is now principal at Wright Tech.

Ted Oczkowski moved to an AP role at Wilcox.

Dr Nelson Rivera interim principal at Vinal, was AP for years and very helpful within the school system.

Nicole Walsh, interim principal at Cheney Tech and executive AP for years at Oliver Wolcott.

Joe DiNatale became Supervisor of Manufacturing at Central Office and AP at Prince Tech.

Javette Giannelli-Allen, new Director of Special Education.  
Patty King, new Supervisor of Career Technical Education, working to build coherence in the trade areas.  
Margaret Ortiz-Sanchez supervisor of ELL and world language at Central Office.  
Lisa Velez supporting Central Office and the superintendent's office.

Questions/Discussion included:

*Mr. Brown asked about the selection process for becoming Teacher of the Year.*

*Mr. Wihbey informed the Board of the process of nomination, voting and selection process by faculty to find the school's Teacher of the Year.*

**C. 2021 Teacher of the Year Recognition**

Wolcott Tech, Joseph Petrero – Guidance Counselor  
Wright Tech, Leslie Schleipman – English Teacher  
Windham Tech, Ray Mock – CMT Instructor  
Wilcox Tech, Frank Ahearn - Culinary  
Whitney Tech, Renata Santal – English  
Vinal Tech, Jason Beauvier - Health and Phys Ed  
Prince Tech, Polly Innerarity – Graphics Instructor  
Platt Tech, Jeff Terrel – Carpentry Instructor  
Obrien Tech, Amy Brejwo - Literacy Lab Instructor  
Kaynor Tech, Paula Paccadolmi – General Education Department Head  
Grasso Tech, Peter Barber – Welding Instructor  
Goodwin Tech, Chris Lynch – Guidance Counselor  
Ellis Tech, Timothy Milton – PMT Instructor  
Cheney Tech, Laura Dubois – Mathematics Instructor  
Bullard Havens Tech, Thomas Dunlap – Mathematic Instructor  
Bristol Tech, Christopher Heun – PMT Instructor  
Abbott Tech, Marisa Shanley – Guidance Counselor

**IV. Welcome**

Mr. Trefry welcomed Dr. Anabelle Diaz-Santiago, Principal of Goodwin. She started by offering congratulations to the award winners and valued the impact her own guidance counselor had on her life. Priya Khambholja and Maria Caceres seniors in the MDET Mechanical Design and Engineering Technology program, shared their high school experience with a PowerPoint presentation. Maria was overwhelmed at first coming from a small school, but found inspiration to pursue her passion of writing. She plans to study journalism after high school. Priya has plans to continue her studies in mechanical

engineering at CCSU, and was also inspired by the hands-on, in-depth learning experience provided at Goodwin, the programs like SkillsUSA, and supportive teachers and staff.

Questions/Discussion included:

*Ms. Keavney-Maruca asked about the students becoming accustomed to rotating classes, also what inspired them to choose the trade they selected.*

*Mr. Brown asked about the student's decision to pursue a technical high school.*

*Dr. Harris asked what the students thought about the future job market when they leave school. Commissioner Westby offered guidance on technical writing, combining a passion for writing and the skills acquired in engineering.*

*Mr. Trefry congratulated the students on their presentation and on their future goals.*

## **V. Subcommittee Reports**

### **A. Policy and Quality**

- CTECS 2020-21 Annual Report

Ms. Keavney-Maruca discussed the review of the annual report compiled by Kerry Markey, Director of Communications, and under the guidance of the Superintendent's office outlined the immediate needs for the CTECS system.

- 2019-22 Strategic Operating Plan Progress

Mr. Wihbey outlined the strategic plan for improvement in the CTECS system, additionally, he provided the Board with updates to the status of current and ongoing goals for implementation of strategic plans for the coming years.

1. Cultivate and sustain safe, effective, collaborative schools for staff and students. This included the distribution of tech devices to students and staff to improve access to remote learning as well as a 3-year project with CT Center for School Change to ensure equitable treatment for all students based on their academic and emotional needs.
2. Collaborate with regional employers to expand a statewide effort to develop curriculum, career pathways and experiential opportunities. CTECS is proud of the relationships that have allowed students to receive real-world experience as well as receiving valuable tools to provide hands-on training for students.
3. Strengthen relationships with K-12 schools in the district to broaden the career pathways and prospects for students and adult learners. CTECS has adopted a new and more sufficient admissions process with was proven successful allowing for all CTECS schools to meet their admissions requirements for the 2021-2022 school year.
4. Redesign the operational model of CTECS to achieve success as they become an independent agency. On July 1, 2022 CTECS will become a separate state agency and the main concern is staffing vital departments to ensure continued success for the organization.
5. Recruit, hire, develop and retain a diverse and high-quality CTECS workforce. CTECS plans to develop relationships with university teacher preparation programs to establish a pipeline for student teachers and interns. Frontline Applitrack will greatly impact the

hiring process; an electronic recruitment software that will eventually ensure a broad and qualified applicant pool to choose from for all of CTECS staff.

Mr. Wihbey acknowledged Tonya Stoute, CTECS Supervisor of Professional Development for leading the mission to successful fill many CTECS positions with qualified instructors.

Questions/Discussion included:

*Mr. Brown asked to what extent have we developed plans to address the current challenges CTECS has been facing.*

*Ms. Keavney-Maruca commented on the amount of interim staff at CTECS.*

*Mr. Wihbey informed the Board of Department of Administrative Services working with CTECS to create a specialized recruitment plan for open positions. He also provided details on the timeline for filling positions being an obstacle when approvals are required outside of CTECS' control, therefore interim staff is required to satisfy immediate needs for coverage.*

*Mr. Trefry congratulated Mr. Wihbey on the partnerships developed over the years and changes made to provide students with a successful technical high school experience.*

**VI. Consideration of the Minutes of the June 16, 2021, and August 9, 2021 CTECS Board Meetings**

Mr. Berch moved, Dr. Birch seconded, that the Board adopt the minutes of the June 16, 2021, and August 9, 2021, Board Meeting.

<b>Vote:</b>	In Favor:	Anderson, Aucker, Berch, Brown, Harris, Keavney-Maruca, Trefry, and Vallieres
	Opposed:	0
	Abstained:	0
	Absent:	Benz, Gold and Walker

The motion passed unanimously.

**VII. Report of the Superintendent of Schools**

**A. Superintendent's Report**

For his final Board meeting as Superintendent, Mr. Wihbey thanked the Board for giving him the opportunity to serve the technical schools and their communities. Mr. Wihbey also shared that he had enjoyed a rewarding experience working with CTECS and acknowledged the impact the trade school system has on disadvantaged students. He is proud to have been part of a team including the Board members, instructors, and staff.

**B. Pandemic Response Update**

Mr. John Woodmansee, Education Consultant, was welcomed to discuss CTECS's approach being a multilayered mitigation approach. They offered vaccination clinics, enforced the use of masks and social distancing. HVAC filtration has been prioritized to limit the spread of germs. Darlene Kirychuk, District Supervisor of Nursing Services has been monitoring and tracking positive Covid cases closely.

Mr. David Telesca, Principal of Platt Tech, detailed the district's positive start of year. Kids are responding well to being back in school and being required arrive ready to learn and in uniform. Challenges have been presented with designating safe area for eating based on social distancing guidelines, instructing varied levels of students who are returning to school for the first time in a year, as well as students who are juniors and have received little hands-on experience in their trade. There is currently no hybrid remote learning in place, although students who test positive for Covid, or are at risk for having Covid, are able to attend class via Google Meet.

Questions/Discussion included:

*Commissioner Westby offered accolades to the evening Adult Apprenticeship program for keeping students safe and in progress. There was an unintended benefit for quality of life to maintain training while switching to remote learning.*

### **C. Expenditure and Review Report**

Mr. Wihbey welcomed Maura Kjar, CTECS Chief Financial Officer.

Key Points Discussed:

- Operating Expenses went up 5%.
- In Utilities, Premises Repair/Supplies costs have gone up by 77%, a result of increased spending due to Covid funds.
- Administrative costs up 27%
- Revenue down 15%, not too significant, Misc rev 1.4 million variance.
- Received additional funding of \$1 million for funding of 17 world language instructors.
- Surplus of \$91,000.
- Must be diligent with hires, several CTECS staff have announced plans to retire in April. Ms. Kjar discussed with the Board the expected cost of employees who plan to retire in April and July of 2022, as well as the breakdown of costs per program per student.

Questions/Discussion included:

*Commissioner Westby inquired about the Career Academy program and whether their budget was based on current or future enrollment.*

### **D. Vacancy Update**

Mr. Wihbey went over the current vacancies, currently there are 233 vacancies, with OPM approval granted on 91 for instructor and administrative positions. Mr. Robert Sartoris, CTECS Director of Talent Management, stated there is a need for 30 Special Education Instructors. As a district, CTECS must have oversight over business partners, recruiters and human resources in order to effectively prioritize needed staff throughout all the schools.

#### **E. Separation Update**

Mr. Wihbey welcomed Ms. Susan Scott, CTECS Legal Advisor. Commissioner Tucker has been proactive with meeting with DAS and identifying how to restructure in the future. They have been meeting with other state agencies and Ms. Kjar is taking the lead in establishing a payroll process for the future separation. The legal department has been focusing on Legislative proposal preparations for SDE, and focusing on areas of improvement in the current CTECS process. Ms. Scott defined “in/out of scope” with regard to DAS. The programs such as Human Resources DAS/SDE handles for CTECS are currently handled in-scope. “Out of scope” means CTECS is responsible for the role or department on its own.

#### **VIII. Report of the Chair**

Mr. Trefry shared with the Board the impact Mr. Wihbey had on CTECS when he came on as Superintendent. He noted that Mr. Wihbey will be hard to replace and presented him with a plaque of recognition made by the students.

Ms. Keavney-Maruca acknowledged the sense of leadership Mr. Wihbey possesses and also thanked him for the positive influence on staff and students.

Dr. Kelli-Marie Vallieres shared her honor of working with Mr. Wihbey and impressed with the great changes he brought to the CTECS system.

Mr. Eric Brown wished Mr. Wihbey the best of luck, and hoped for the continued success at the new district he will be leading.

#### **IX. Adjourn**

Ms. Keavney-Maruca moved, Dr. Birch seconded, that the Board adjourn.

<b>Vote:</b>	In Favor:	Anderson, Aucker, Berch, Brown, Harris, Keavney-Maruca, Trefry, and Vallieres
	Opposed:	0
	Abstained:	0
	Absent:	Benz, Gold and Walker

The motion passed unanimously.

Meeting adjourned

The meeting adjourned at 11:42am.

Prepared by: Ms. Simone Bronson, CTECS