

Ashford Board of Education
Regular Meeting Minutes – July 19, 2018

7:00 pm

Ashford School District Office Conference Room

Note: Per CGS 10-218, Board of Education Meeting Minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exceptions of motions and votes recorded, the minutes are unofficial until they have been read and approved by a majority vote by the Board. Should edits be necessary, they will be made at a regularly scheduled meeting, noted in the meeting minutes, and so voted upon.

Call to Order

Board Chair J. Lippert called the meeting to order at 7:05 pm. Present were members J. Urban, K. Warren, J. Calarese (7:20 pm), and S. Gamache. Also present were Superintendent J. Longo and Asst. Principal G. Dukette. Present in the audience were AEA member J. Lindsay, R. Haeger, K. Johnston, S. Irvine and K. Kouatly. Unable to attend were members L. Donegan and M. Matthews.

Communications

Everyone had received the CABA booklet on the new laws passed by the General Assembly for 2018.

Opportunity for Public Comment

- K. Johnston wanted to know where to send the survey for the EO Smith students from Ashford. They only received the surveys 2 days ago and her daughter didn't have time to finish it. She would like it on the agenda again.
- R. Haeger stated she was looking forward on having the BOE start a Curriculum Committee. She also wanted to have some clarity on why Principal Hopkins's title was changed. She also wanted an explanation on social literacy.
- S. Irvine stated that she was glad to see that the survey went out.

Dr. Longo stated that he could give them their answers further down on the agenda.

J. Lippert motioned to add to the agenda item 5d, New Business, to allow Dr. Longo to give explanations to the persons that spoke during public comment and J. Calarese seconded. Motion passed unanimously.

Approval of Minutes: Special Meeting 6/28/2018

The following are the corrections to the minutes:

- *Under Year-End District and Administration Report*
4th bullets, 2nd sentence change "was discussed", to were discussed.
- *Under BOE Subcommittee Work Sessions*
- *Under Personnel – end of first sentence*
Change "in conference", to in the conference
- *Under New Business, Item c:*
2nd sentence change "must to be increased by \$.10 to \$2.85" to must be increased by \$.10 to \$2.85 as per federal mandate.
- *Under Old Business*
Item a: add the word year between 10 and capital
- *Under Second Opportunity for Public Comment*
1st bullet: 3rd sentence: change "She spoke the" to She spoke about the, AND change "classroom" to classrooms;
4th line: change "asking if is it" to asking if it is
5th line: delete the word stated

J. Calarese motioned to accept the minutes of the special meeting of June 28, 2018 and seconded by J. Urban. Passed unanimously.

New Business

a. Approval of FY 18 Year-End Budget Transfers

Lisa Dyer wants to table her report to the end of the month as PO's are still coming in from the vendors.

b. Board of Education Goals

In the future the Board wants to consider 3-year goals. Dr. Longo handed out some goals to be discussed at the retreat. The Board would like to see the bids for next year's capital projects.

c. Discuss Agenda for 8/2/18 Strategic Planning Meeting

Dr. Longo has invited Ann Littlefield, the Board's attorney, to speak at the beginning of the retreat.

d. Response to Questions from Public Comment

Principal's Title: Dr. Longo explained that by changing Mr. Hopkins' title to Principal/Asst. Supt. it would give him some experience working partly as a superintendent in case he ever wanted to leave his position at Ashford School and it will allow Dr. Longo to mentor him.

Social Literacy: Mr. Dukette stated that K-6 teachers are responsible for all subjects, with limitations due to time. In order to maximize efficiency and also support better student learning, Social Literacy combines reading instruction

with social studies. Both subjects are driven by the Common Core literacy standards so they work well together. In addition, Social Literacy provides the opportunity for students to read novels that are in context of what they are learning in social studies. For instance, if learning about Africa, students have a choice of novels about Africa. Research shows that extending learning beyond the subject and into other subjects better enables the learning to move into long-term storage. For grades 7-8, SS and ELA are still separate subjects but we are emphasizing as much interdisciplinary learning as possible.

Old Business

a. Student Survey Follow-up

Surveys were sent to all recent Ashford School graduates. The results of the survey will be given out at the BOE retreat on Aug. 2. K. Warren also wanted the surveys to go to Windham Tech and any other school Ashford students were attending.

b. Search Committee Update

Mr. Dukette gave a recap of the search committee process. The 1st round consisted of an interview and a writing component. Troy and I looked over the writing. Teachers Jen Lindsay, Darcy Compton, and Maureen Connolly, a student Shannon Connolly, Troy and myself were the interview committee. The entire committee agreed upon the same top two candidates to move to the second round. The second round consisted of a 30-minute algebra lesson focused on stations learning and differentiation. Observing the lesson were teachers Darcy Compton and Maureen Connolly, as well as Troy, Cindy, and me. In addition, we had six students, ranging from students entering 6th grade to students entering 9th grade. All students wrote reflections on the two candidates and voted on who they preferred. Helene Poppleton received the majority of the student votes (4-2). In addition, our committee unanimously selected her as our choice as well. I called all references and they were sterling. The search committee recommended Helene Poppleton for the middle school math position.

K. Warren motioned to accept Helene Poppleton to be the new middle school math teacher seconded by J. Urban. Motion passed unanimously.

c. BOE Curriculum Committee

J. Lippert stated that K. Warren mentioned to him that State Statue 10-220(e) requires the BOE to appoint a curriculum committee. The committee will consist of teachers, BOE members, and general public. Discussion was had that maybe people in the audience would volunteer at the retreat to serve on this committee once the BOE decides who and how many will be on the committee.

J. Lippert made a motion to add to the agenda under #8, salad bar, and move the rest of the agenda items down. Seconded by J. Calarese. Motion passed unanimously.

S. Gamache reported that there is a grant to get a free salad bar for the cafeteria. Discussion followed. She stated that it takes from 12-18 months from the time you apply for the grant to receive the salad bar. The cafeteria committee will meet before a BOE meeting with the janitor and kitchen crew.

Second Opportunity for Public Comment

K. Kouatly stated that she preferred a video of the BOE meetings. She also was concerned that there would be waste to the salad bar.

R. Haeger suggested having the salad bar for the upper grades only. With social literacy, she would like to see more on the student survey.

S. Irvine asked that in the future that the BOE explain what they are talking about because sometimes the audience doesn't know. She also suggested having pre-made salads then the students can have the protein added to it as they go through the line.

Next Meeting Date/Agenda Items

The next meeting is the BOE retreat on August 2 in the media center from 2pm to 7pm. Dr. Longo handed out a proposed agenda for the meeting. Discussion about live streaming or taping BOE meetings will be added to the agenda.

J. Urban motioned to go into executive session at 9:20 pm. for the Superintendent's evaluation and seconded by S. Gamache. Motion passed. Present were K. Warren, J. Lippert, J. Urban, J. Calarese and Dr. Longo. The BOE and Dr. Longo exited the executive session at 9:40 pm. The decision was to table Dr. Longo's evaluation until the retreat on Aug. 2.

K. Warren motioned to go into executive session at 9:42 pm for discussing a personnel matter and seconded by J. Urban. Motion passed. Present were K. Warren, J. Lippert, J. Urban, and J. Calarese. The BOE exited the executive session at 10:20 pm. No action taken.

J. Urban motioned to adjourn the meeting and seconded by S. Gamache. Meeting was adjourned at 10:22 pm.

Minutes taken by

Kay M. Warren, BOE Secretary



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



Series: 2018-2019
Circular Letter: C-1

TO: Superintendents of Schools

FROM: Dr. Dianna R. Wentzell, Commissioner of Education *DRW*

DATE: July 12, 2018

SUBJECT: Summary of Education-Related Legislation Enacted in the 2018 Regular Session of the Connecticut General Assembly

The Connecticut General Assembly has adjourned its 2018 Regular Session. The State Department of Education (SDE) is hereby providing you with a summary of the public acts passed during the regular session that appear to be of applicability and interest to school districts.

In reviewing this summary, please keep the following in mind:

1. This document does not describe every 2018 public act affecting the operation of a school district or provide every detail of the summarized acts. This is a summary of new legislation that was being tracked by the Department, therefore, each superintendent or designated district leader should review the actual text of any act that may affect his or her district.
2. If you are viewing this document electronically, clicking the Public Act title appearing above each summary will allow you to view the full language of that act. Clicking the title of the act in the contents page will bring you to that section of the document.
3. The summaries are organized by Public Act number.
4. Following the table of contents is a summary of each enacted bill, including the effective date. In some cases where only portions of a public act relate to education, only those sections of the act have been included in this summary.

If you have any questions, please contact Laura J. Stefon, Chief of Staff, at 860-713-6493 or laura.stefon@ct.gov.

2018 Public Acts Affecting Education

Public Act Number Bill Number	Public Act Title	Page
Special Act 18-7 SB 456	<u>An Act Concerning Assistance To School Districts That Enroll Students From Puerto Rico Who Have Been Displaced By Hurricane Maria</u>	4
Special Act 18-15 HB 5291	<u>An Act Concerning A Study On Access To Information Regarding The Safety Of Sports Helmets</u>	4
Special Act 18-25 SB 459	<u>An Act Establishing A Task Force To Study The Processing And Retention Of Fingerprint Records And Criminal History Records For Educators</u>	4
Special Act 18-28 HB 5170	<u>An Act Establishing A Working Group To Study And Make Recommendations Concerning Issues Relating To The Search And Seizure Of Students' Personal Electronic Devices</u>	4
18-1 HB 5592	<u>An Act Waiving Any Penalties Imposed On A Board Of Education For Making Reductions To Its Budgeted Appropriation For Education As A Result Of Cuts To Its Education Cost-Sharing Grant For Fiscal Year 2018</u>	4-5
18-15 SB 186	<u>An Act Concerning School Counselors</u>	5-6
18-17 SB 244	<u>An Act Requiring Behavior Analysts To Be Mandated Reporters Of Suspected Child Abuse And Neglect</u>	6
18-24 SB 452	<u>An Act Concerning The Inclusion Of Holocaust And Genocide Education And Awareness In The Social Studies Curriculum</u>	6
18-31 HB 5041	<u>An Act Concerning The Recommendations Of The Juvenile Justice Policy And Oversight Committee And Concerning The Transfer Of Juvenile Services From The Department Of Children And Families To The Court Support Services Division Of The Judicial Branch</u>	6-9
18-34 SB 455	<u>An Act Concerning Minority Teacher Recruitment And Retention</u>	9
18-42 HB 5574	<u>An Act Concerning The Failure To File For Certain Grand List Exemptions, Validating A Connecticut Green Bank Agreement And Certain Actions Of The City Of Derby, Concerning Payment Of A Grant-In-Aid To The Town Of Darien And The Criteria Of Certain Members Of School Governance Councils And Extending A Provision Concerning Reemployment Of Certain Teachers</u>	9-10
18-51 SB 183	<u>An Act Implementing The Recommendations Of The Department Of Education</u>	10
18-81 SB 543	<u>An Act Concerning Revisions To The State Budget For Fiscal Year 2019 And Deficiency Appropriations For Fiscal Year 2018</u>	10
18-125 HB 5444	<u>An Act Concerning Revisions To The Student Data Privacy Act</u>	11

18-129 HB 5335	<u>An Act Concerning The Alignment Of The Coordinated State-Wide Reading Plan With The State's Two-Generational Initiative</u>	11
18-144 SB 232	<u>An Act Concerning Teacher Permits For Spouses Of Transferred Members Of The Armed Forces</u>	12
18-161 HB 5220	<u>An Act Concerning Third-Party Fingerprinting Services, Minimum Standards And Practices For The Administration Of Law Enforcement Units And Reports Of Police Pursuits</u>	12-13
18-168 HB 5163	<u>An Act Concerning The Department Of Public Health's Recommendations Regarding Various Revisions To The Public Health Statutes</u>	13
18-181 HB 5360	<u>An Act Concerning Revisions To Certain Environmental Quality And Conservation Programs Of The Department Of Energy And Environmental Protection And Certain Farmland Preservation Programs Of The Department Of Agriculture And Establishing A Working Group On Microfiber Pollution, Authorizing School Instruction And Curriculum On Climate Change, Requiring Updated Hazardous Mitigation Plans For Certain Hazardous Chemical Facilities, Permitting Sunday Bow Hunting Of Deer Throughout The State And Establishing A Pilot Program On The Separate Collection Of Glass From Other Recycling Programs</u>	13
18-182 HB 5446	<u>An Act Concerning Minor Revisions And Additions To The Education Statutes</u>	13-14
18-183 HB 5447	<u>An Act Implementing The Recommendations Of The Auditors Of Public Accounts Concerning Private Providers Of Special Education</u>	14-15
18-185 HB 5452	<u>An Act Concerning The Recommendations Of The Task Force On Life-Threatening Food Allergies In Schools</u>	15

An Act Concerning Assistance To School Districts That Enroll Students From Puerto Rico Who Have Been Displaced By Hurricane Maria

This Act allows, for the school years commencing July 1, 2018, and July 1, 2019, a local or regional board of education to enter into a memorandum of understanding with the local or regional board of education for a surrounding town to share classrooms and other resources for the purpose of educating and supporting recently-enrolled students from Puerto Rico who have been displaced as a result of natural disasters in Puerto Rico.

EFFECTIVE DATE: Upon passage

An Act Concerning A Study On Access To Information Regarding The Safety Of Sports Helmets

This Act requires the Department of Public Health to convene a working group to develop recommendations for creating a system for rating the safety of youth athletic protective headgear and for public disclosure of such protective headgear's safety rating.

EFFECTIVE DATE: October 1, 2018

An Act Establishing A Task Force To Study The Processing And Retention Of Fingerprint Records And Criminal History Records For Educators

This Act establishes a task force to (1) examine the state's system for fingerprinting and processing of state and national criminal history records checks, for employees, applicants for employment, substitute teachers and volunteers of local and regional boards of education, interdistrict magnet school operators and regional educational service centers, and (2) make recommendations for the improvement of such system.

EFFECTIVE DATE: Upon passage

An Act Establishing A Working Group To Study And Make Recommendations Concerning Issues Relating To The Search And Seizure Of Students' Personal Electronic Devices

This Act establishes a working group to study and make recommendations concerning issues relating to the search and seizure of students' personal electronic devices.

EFFECTIVE DATE: Upon passage

An Act Waiving Any Penalties Imposed On A Board Of Education For Making Reductions To Its Budgeted Appropriation For Education As A Result Of Cuts To Its Education Cost-Sharing Grant For Fiscal Year 2018

This Act waives, for FY 18, the state penalty for violating the law prohibiting a town from reducing its budgeted amount for education, as long as the town meets certain criteria under the Act.

Current law prohibits a town from budgeting less for education than it did in the previous FY unless it can demonstrate specific changes within its school district (such as reduced student enrollment). This prohibition is commonly referred to as the minimum budget requirement (MBR).

The Act waives the state penalty for violating the MBR for FY 18 if a town meets the following requirements:

1. the town's FY 18 equalization aid (i.e., education cost sharing (ECS)) grant was reduced due to (a) reductions in allotments (i.e., to achieve unallocated budgeted lapses and targeted savings in the General Fund) authorized in the budget act (PA 17-2, June Special Session, §§ 13 and 14) or (b) withholdings or reductions in state assistance to help pay for rental rebate assistance (CGS § 12-170f(d), as amended by PA 17-4, June Special Session, § 25) and
2. the town subsequently reduced its FY 18 budgeted appropriation for education in an amount up to the reduction in its ECS grant.

The Act prohibits the State Board of Education (SBE) from making a determination that such a town failed to meet the MBR requirements, and SBE cannot require the town to forfeit its ECS grant in an amount equal to two times the reduction.

EFFECTIVE DATE: Upon passage

An Act Concerning School Counselors

This Act adds "school counselor" to every state law that currently mentions "guidance counselor." While neither "school counselor" nor "guidance counselor" is defined in state law, in practice SDE currently issues a school counselor special services certificate endorsement and no longer issues a guidance counselor endorsement. The department continues to recognize the guidance counselor endorsement. Specifically, the Act adds school counselors to the following situations:

1. membership on the committee to coordinate the education of middle school and high school students about manufacturing careers (§ 1);
2. the State Department of Education's (SDE) program to introduce students, parents, and counselors to manufacturing careers (§ 2);
3. the definition of "mental health professionals" for statutes governing school-based primary mental health programs (§ 3);
4. the list of school employees who can attest on a student's public school withdrawal form that the school district provided the student's parent with information on the educational options available in the school system and community (§ 4);
5. membership on district and school attendance review teams (§ 5);
6. the definition of "school employee" for the statute that requires board of education policies prohibiting school employees from (a) preventing a student from participating in physical exercise during the school day as a form of punishment and (b) requiring any kindergarten through grade 12 student to engage in physical activity during the school day as a form of discipline (§§ 6 & 7);

7. the definition of “school employee” for statutes governing safe school climate plans (§ 8);
8. the listing of individuals to be assisted by the Office of Higher Education in becoming better informed about matters concerning student financial assistance affairs (§ 9);
9. the definition of “counselor” for statutes governing abortions for minors (§ 10);
10. the list of professionals required to report suspected abuse or neglect of individuals who have an intellectual disability or receive autism spectrum disorder services (§ 11);
11. the definition of “school employee” for statutes governing sex offenses (§ 12); and
12. the list of professionals to whom a victim may disclose a personal injury and thereby be entitled to compensation through the Office of Victim Services or a victim compensation commissioner (§ 13).

EFFECTIVE DATE: July 1, 2018

An Act Requiring Behavior Analysts To Be Mandated Reporters Of Suspected Child Abuse And Neglect

This Act adds licensed behavior analysts to the statutory list of mandated reporters of suspected child abuse and neglect.

EFFECTIVE DATE: July 1, 2018

An Act Concerning The Inclusion Of Holocaust And Genocide Education And Awareness In The Social Studies Curriculum

This Act adds Holocaust and genocide education and awareness to the required courses of study for public schools and requires all local and regional boards of education to include this topic in their social studies curriculum beginning in the 2018-19 school year.

It also allows these boards of education to do the following in order to develop and implement this new curriculum: (1) use existing and appropriate public or private materials, personnel, and other resources and (2) accept gifts, grants, and donations, including in-kind donations.

EFFECTIVE DATE: July 1, 2018

An Act Concerning The Recommendations Of The Juvenile Justice Policy And Oversight Committee And Concerning The Transfer Of Juvenile Services From The Department Of Children And Families To The Court Support Services Division Of The Judicial Branch

Beginning July 1, 2018, this Act transfers legal authority from the Department of Children and Families (DCF) to the judicial branch over any child who was committed to DCF as a delinquent pursuant to a juvenile court order entered before that date. The branch's Court Support Services Division (CSSD) must, in turn, assume responsibility for supervising the children and may exercise its powers, duties, and functions to provide such supervision (§ 8).

Under existing law, the juvenile court is prohibited, starting July 1, 2018, from committing a child to DCF as a result of a delinquency adjudication. Existing law also (1) establishes a one-year transition period, from July 1, 2018 to January 1, 2019, during which the judicial branch may place a child convicted as delinquent in a DCF-operated congregate care setting or order the child to receive community-based DCF services and (2) requires the agencies to enter into an agreement that (a) allows the judicial branch to use these settings and services and (b) requires it to pay DCF for their use (PA 17-2 June Special Session (JSS) (§§ 321 & 323)).

The Act also makes numerous other changes to the juvenile justice statutes. Principally, it:

1. specifies a deadline by which the appropriate school district must enroll a child in detention who is not otherwise enrolled in school and requires that the student remain enrolled in that district for the duration of his or her detention (§ 3);
2. requires school districts with over 6,000 students enrolled in the 2016-17 school year to designate at least one liaison to facilitate transitions between the district and the juvenile and criminal justice systems (§ 4);
3. requires the technical high school system superintendent and board, by January 1, 2019, to develop a plan to address education, training, and work experience for children in post-conviction justice system custody (§ 5);
4. requires the State Department of Education (SDE), by January 1, 2020, to develop a plan related to a statewide information technology platform (§ 6);
5. imposes various new juvenile justice-related reporting requirements on the Juvenile Justice Policy and Oversight Committee (JJPOC) and certain state agencies (§ 7);
6. deems any child transferred from DCF to CSSD under the Act to be on probation for a period no longer than his or her remaining delinquency commitment to DCF as of June 30, 2018, and requires the court to review and, if appropriate, modify the probation conditions (§ 8); sets forth the court's authority to modify or enlarge conditions of probation, and provides for a probation status review hearing and the detention of a child (§37);
7. allows the Department of Corrections (DOC) to transfer an inmate under age 18, to CSSD under certain conditions, instead of allowing it to transfer such an inmate to DCF as under current law (§ 23);
8. limits and modifies the ways that a juvenile court may dispose of a delinquency adjudication and adds to the factors the court must consider when making a disposition (§ 36);
9. modifies the probation conditions the court may order, allows a juvenile probation supervisor's designee to establish the term of non-judicial supervision for a juvenile for whom the court entered a non-judicial disposition, and makes various other changes to laws related to juvenile probation (§§ 25, 31, 23, 32, 36-38);
10. makes changes to several definitions in the juvenile matters laws and adds several new ones (§§ 15 & 25);

11. eliminates provisions that permit the DCF commissioner, in certain circumstances, to transfer a child committed to the department to the John R. Manson Youth Institution or York Correctional Institution, as appropriate (§ 20);

12. eliminates a provision that (a) explicitly allows a judge hearing a juvenile matter to make any order in connection to it that a Superior Court judge is authorized to grant and (b) gives such an order the same force and effect as a Superior Court order (§ 27);

13. modifies various juvenile justice system goals (§ 28);

14. permits the judicial branch to contract to establish secure residential facilities and requires it to develop a continuum of community-based programs (§ 29);

15. permits, instead of requires, the judicial branch to consult with the Commission on Racial and Ethnic Disparity in the Criminal Justice System to address the needs of minorities in the juvenile justice system (§ 29);

16. limits the circumstances in which DCF employees may have access to juvenile court records and adds to the records of delinquency proceedings that must be disclosed to the DMV commissioner (§ 30);

17. designates the chief court administrator or his designee, instead of the DCF commissioner or her designee, as administrator of the Interstate Compact for Juveniles (ICJ) (The compact enables states to transfer a juvenile's supervision between states and return a runaway juvenile to his or her home state) (§§ 9 & 18);

18. eliminates as possible qualifications for members of the state Advisory Council on Children and Families that the member (a) represent young people, parents, and others interested in delivering juvenile justice services or (b) is a parent, foster parent, or family member of a child who has received or is receiving juvenile justice services (§ 17);

19. eliminates a requirement that a law enforcement officer who arrests a youth for prostitution report suspected abuse or neglect to DCF (§ 33);

20. specifies that, as required under existing law, CSSD and other state agencies must develop a community-based diversion system and school-based diversion plan (§§ 1 & 2);

21. makes numerous changes to conform with the transferred responsibility for children adjudicated delinquent from DCF to CSSD by eliminating references throughout the Act to (a) children committed to DCF for delinquency and (b) the Connecticut Juvenile Training School (CJTS), which was a DCF-run secure detention facility for juveniles that permanently closed in April 2018 (§§ 10-14, 16, 18, 19, 21-22 & 35);

22. repeals several provisions pertaining to DCF responsibility for juveniles adjudicated delinquent, CJTS, and certain CSSD responsibilities (§ 43);

23. makes minor, technical, and conforming changes (§§ 26, 34, & 39-42).

EFFECTIVE DATE: July 1, 2018; except the provisions on the community-based diversion system and school-based diversion plan, school district liaisons, the technical high school system, the statewide

information technology platform, and various reporting requirements are all effective upon passage; and the provision on school enrollment of students at detention facilities takes effect August 1, 2018.

An Act Concerning Minority Teacher Recruitment And Retention

This Act makes a number of changes in the teacher certification laws to make it easier, in certain areas, to obtain certification or cross endorsement (§§ 4 & 8).

It also:

1. requires the State Department of Education (SDE) to identify and utilize or support a number of practices and programs to boost minority teacher recruitment (§ 1);
2. requires SDE to develop or review and approve a new alternate route to certification (ARC) program for people in certain professions to be teachers, including paraeducators, charter school teachers, veterans, and others (§ 2);
3. adds a new member to the teacher Performance Evaluation Advisory Council (PEAC) and requires the council to work collaboratively with the Minority Teacher Recruitment Task Force (§ 3);
4. authorizes (a) the chairpersons of the Minority Teacher Recruitment Task Force to appoint a new member to the task force who will serve as the third chairperson and (b) the Commission on Equity and Opportunity executive director to appoint three members of the task force, instead of the executive director, or her appointee, serving on the task force (§ 5);
5. requires the State Board of Education's (SBE) five-year education plan to include a statement that the state's teacher workforce should reflect the racial and ethnic diversity of the state (§ 6);
6. limits local and regional boards' of education's minority recruitment plans to educators, rather than staff (§ 7); and
7. requires SDE to enter into a memorandum of understanding (MOU) with teacher licensure test vendors to allow some test takers to get a free retake of the exam under certain conditions (§ 9).

EFFECTIVE DATE: July 1, 2018, except the provision regarding the MOU to address the retaking of licensure exams is upon passage.

An Act Concerning The Failure To File For Certain Grand List Exemptions, Validating A Connecticut Green Bank Agreement And Certain Actions Of The City Of Derby, Concerning Payment Of A Grant-In-Aid To The Town Of Darien And The Criteria Of Certain Members Of School Governance Councils And Extending A Provision Concerning Reemployment Of Certain Teachers

The Education sections of this Act specify that elementary, middle, and high school governance councils may include students' parents or guardians who are public officials (§ 8); and extend, by two years, a provision allowing certain retired teachers and administrators to exceed the annual earnings limit without having to pay back the excess to the Teachers Retirement System (§ 9).

EFFECTIVE DATE: July 1, 2018, except the provision concerning retired teachers and administrators which is effective upon passage.

An Act Implementing The Recommendations Of The Department Of Education

This Act makes a number of changes to education statutes including:

- (1) changing the payment date for one magnet school transportation grant, moving the finalization date from March 1st to January 31st for the October 1st data to be used for the May magnet payment, and clarifying that payments are made at the operator rather than the magnet school level (§§1, 2, 3); and
- (2) Defining “exclusionary time out,” requiring all boards of education to establish a policy for the use of exclusionary time outs according to requirements specified in the law by January 1, 2019, and prohibiting school districts from using seclusion as a planned student intervention in a student’s behavioral intervention plan, individualized education program or plan pursuant to Section 504 of the Rehabilitation Act of 1973 (§4); and
- (3) providing the State Board of Education's (SBE) with the authority to suspend or place on probation a teacher's credential and authorizing the SBE to consider and rely on findings and conclusions of disciplinary authorities in other states (§ 5); and
- (4) giving the education commissioner discretion to allow a teacher with a grades one through six endorsement to teach kindergarten for one year under certain conditions and to permit an additional year of teaching if the teacher is enrolled in a program to meet the requirements for the appropriate endorsement to teach kindergarten (§ 6); and
- (5) making various revisions to the certification statutes (§7, 8); and
- (6) adding a provision exempting certain adult education teachers from background checks (§9).

EFFECTIVE DATE: July 1, 2018

An Act Concerning Revisions To The State Budget For Fiscal Year 2019 And Deficiency Appropriations For Fiscal Year 2018

Section 15 – Appropriates \$1,500,000 to the Department of Education, in the Talent line item for the Teacher Education and Mentoring Program.

Section 19 – Appropriates \$400,000 to the Department of Education, for Bilingual Education, to be distributed to the top six school districts with the largest concentration of Hurricane Maria evacuees.

Section 52 – Increases the per pupil reimbursement rate for students enrolled in agricultural science and technology centers from three thousand two hundred dollars per pupil to four thousand two hundred dollars.

An Act Concerning Revisions To The Student Data Privacy Act

This Act makes numerous changes in the student data privacy law. The law restricts how website, online service, and mobile application (i.e., "online service") operators and consultants who contract with local and regional boards of education process and access student data. The law requires operators and consultants to use reasonable security practices to safeguard student data.

The Act requires the Commission for Educational Technology (CET) to develop a student data privacy terms-of-service agreement addendum that may be used in contracts entered into pursuant to the student data privacy law.

With respect to the privacy law, the Act also:

1. creates certain exceptions for contractors and operators from requirements for deleting student data at a board of education's, student's, parents', or guardian's request;
2. creates an exception, under certain conditions, for boards when they have special education students using a particular online service that is necessary, but unable to meet the contract requirements;
3. eliminates a requirement that boards electronically notify students and parents of new contracts;
4. requires the State Department of Education (SDE) to add more information to the guidance it must already provide school districts;
5. requires boards of education to annually report to CET on using any online service that does not operate under a contract as required by the law and the Act;
6. adds the Connecticut Association of Schools' executive director, or her designee, as a member of the student data privacy task force; and
7. makes minor and technical changes.

EFFECTIVE DATE: July 1, 2018, except the provisions regarding the agreement addendum and the task force member are effective upon passage.

An Act Concerning The Alignment Of The Coordinated State-Wide Reading Plan With The State's Two-Generational Initiative

This Act (1) requires the State Department of Education to include the alignment of reading instruction with the two-generational initiative in its statewide reading plan and (2) allows the Office of Early Childhood, in its two-generational initiative and within available appropriations, to consider the alignment of state and local support systems around the statewide reading plan for students in kindergarten to grade three.

By law, the reading plan must contain various research-driven strategies and frameworks for effective reading instruction. The two-generational school readiness and workforce development initiative promotes early childhood care and education, health, and workforce readiness and self-sufficiency across two generations in the same household. EFFECTIVE DATE: July 1, 2018

An Act Concerning Teacher Permits For Spouses Of Transferred Members Of The Armed Forces

This Act requires the State Board of Education, upon receipt of a proper application, to issue a "military spouse teacher permit" to certain military spouses who have taught for at least two years under an appropriate certificate issued by another state, the District of Columbia, a U.S. territory or possession, or Puerto Rico. The Act applies to the spouse of any member of the armed forces who has received military orders to come to Connecticut.

"Armed forces" means the U.S. Army, Navy, Marines, Coast Guard, Air Force, or any reserve component, including the National Guard performing duty under Title 32 of federal law (e.g., certain Homeland Security missions).

Under the Act, a military spouse teacher permit:

1. exempts the teacher from having to complete the Connecticut teacher education and mentoring program;
2. is valid for three years; and
3. may be renewed by the Education commissioner for good cause upon the request of the superintendent for the school district employing the teacher.

The Act also exempts certain military spouse teacher permit applicants from state law's requirement to complete a course of study in special education, if they can demonstrate equivalent knowledge in a manner prescribed by the commissioner. This exemption applies to applicants who successfully completed a teacher preparation program or an alternate route to certification program in, and hold an appropriate certificate issued by, another state, the District of Columbia, a U.S. territory or possession, or Puerto Rico.

EFFECTIVE DATE: July 1, 2018

An Act Concerning Third-Party Fingerprinting Services, Minimum Standards And Practices For The Administration Of Law Enforcement Units And Reports Of Police Pursuits

This Act makes changes affecting the Department of Emergency Services and Public Protection (DESPP) and the Police Officer Standards and Training Council (POST). Generally, it:

1. allows the DESPP commissioner to enter into agreements with contractors to electronically take and transmit fingerprints and demographic information to the State Police Bureau of Identification (SPBI) for processing criminal history record checks;
2. requires, within available appropriations, POST and the DESPP commissioner to jointly develop (a) minimum standards and practices for administering and managing law enforcement units and (b) a process for reviewing compliance, including a certificate of compliance;
3. requires, beginning January 1, 2019, law enforcement units to adopt and maintain POST's minimum standards and practices or a higher level of accreditation standards; and

4. establishes a series of reporting requirements concerning police pursuits, including for police officers, local police chiefs, the DESPP commissioner, and POST.

The Act also makes technical changes.

EFFECTIVE DATE: July 1, 2018, except that the provisions on (1) police pursuits are effective October 1, 2018, and (2) minimum standards and practices are effective January 1, 2019.

An Act Concerning The Department Of Public Health's Recommendations Regarding Various Revisions To The Public Health Statutes

Sections 80 & 81 of this Act require local and regional boards of education to request that students have an oral health assessment prior to public school enrollment, in grade 6 or 7, and in grade 9 or 10. It establishes related requirements on providers authorized to perform the assessments, parental consent, assessment forms, notification, and records access.

EFFECTIVE DATE: July 1, 2018

An Act Concerning Revisions To Certain Environmental Quality And Conservation Programs Of The Department Of Energy And Environmental Protection And Certain Farmland Preservation Programs Of The Department Of Agriculture And Establishing A Working Group On Microfiber Pollution, Authorizing School Instruction And Curriculum On Climate Change, Requiring Updated Hazardous Mitigation Plans For Certain Hazardous Chemical Facilities, Permitting Sunday Bow Hunting Of Deer Throughout The State And Establishing A Pilot Program On The Separate Collection Of Glass From Other Recycling Programs

Section 8 of this Act amends C.G.S. §10-16b to add climate change curriculum consistent with the Next Generation Science Standards as a permissible area of instruction within the science curriculum. The Act designates the Department of Energy and Environmental Protection as an available resource to boards of education in developing a climate change curriculum.

EFFECTIVE DATE: October 1, 2018

An Act Concerning Minor Revisions And Additions To The Education Statutes

This Act makes the following changes in the education statutes:

1. delays, by one year, the transition of the Technical Education and Career System (TECS) (formerly known as the technical high school system) into an independent state agency, separate from the State Department of Education (SDE) (§§ 7-17);
2. makes instruction on opioid use and related disorders part of the state's required public school program of instruction (§ 2);
3. requires the State Board of Education (SBE) to assist local and regional boards of education in including instruction related to Connecticut's "safe haven law" (§ 2);

4. creates a process to exempt small school districts from enrolling as Medicaid providers and other related state requirements (§ 15);
5. extends youth service bureau grant eligibility to bureaus who applied for grants in FY 18 (§ 1);
6. requires school districts' chronic absenteeism and prevention plans to include a way to collect and analyze data on student attendance, truancy, and chronic absenteeism for students with disabilities (§ 3);
7. requires SDE to identify effective truancy intervention models for boards of education that address the needs of students with disabilities and include them in a listing made available to the boards (§ 4);
8. establishes a 12-member task force to study high school interscholastic athletics programs and must submit its report to the Education Committee by January 1, 2019 (§ 14); and
9. prohibits, for the school year commencing July 1, 2018 only, a board of education from prohibiting certain students from enrolling in agricultural science and technology education center ("ASTE center") programs (§ 16).

It makes other minor changes, including requiring (1) the Children's Committee's annual children's report card to include, in addition to existing categories, data indicators according to disability (§ 5) and (2) the After School Committee to report recommendations to the Appropriations and Education committees to improve summer and after school programs (§ 6). The Act also makes technical and conforming changes.

EFFECTIVE DATE: July 1, 2018, except where otherwise noted in the Act.

An Act Implementing The Recommendations Of The Auditors Of Public Accounts Concerning Private Providers Of Special Education

This Act requires, starting July 1, 2019, a local or regional board of education to have a written contract, instead of an agreement as under current law, with a private special education provider in order to receive a state reimbursement grant for special education costs (known as the excess cost grant). Under the excess cost grant program, the state reimburses a board when the cost of a student's special education services exceed four and a half times the average per pupil educational cost of that school district.

The Act requires that any agreements entered into or amended on or after July 1, 2018 but before June 30, 2019 and any contract entered into or amended on or after July 1, 2019 must include an explanation of how the provider's tuition or costs for services provided are calculated. It makes the same change to the current law's requirements that districts must follow when they choose to enter into a contract for private special education services.

The Act also requires the State Department of Education (SDE) to develop standards and a process for documenting special education services provided by private providers that includes the use of standard forms or other electronic reporting systems.

It also requires any private provider providing special education services for a local or regional board of education to annually submit its operating budget to SDE.

Lastly, the Act also makes other minor, conforming, and technical changes.

EFFECTIVE DATE: July 1, 2018

An Act Concerning The Recommendations Of The Task Force On Life-Threatening Food Allergies In Schools

This Act makes several changes to education laws addressing food allergies in schools. It allows any student with a medically diagnosed life-threatening allergic condition, with the written authorization of a parent or guardian and written order of a qualified medical professional, to (1) possess, (2) self-administer, or (3) possess and self-administer his or her medication to protect against serious harm or death.

The Act requires SDE, in conjunction with the Department of Public Health (DPH), to revise, review, and update its guidelines for managing students with life-threatening food allergies and glycogen storage disease. It additionally requires SDE to update its health and physical education curriculum standards and apply for external funding to raise public awareness about food allergies.

The Act requires school transportation carriers to provide training in identifying and appropriately responding to severe allergic reactions to all school bus drivers, not later than June 30, 2019. Finally, the Act extends the protections of the "Good Samaritan" law to cover school bus drivers rendering certain emergency first aid in response to a student's allergic reaction.

The Act also makes technical and conforming changes.

EFFECTIVE DATE: July 1, 2018, except the provisions relating to SDE's curriculum revisions and funding applications (§ 2) take effect upon passage.

Ashford Board of Education
Special Meeting Minutes – June 28, 2018
7:00 p.m.

Ashford School District Office Conference Room

Note: Per C.G.S. §10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at a regularly scheduled meeting, noted in the meeting minutes, and so voted upon.

Call To Order

Board Chair J. Lippert called the meeting to order at 7:07 pm. Present were members J. Urban, K. Warren, M. Matthews (7:10), S. Gamache, L. Donegan and J. Calarese. Also present was Superintendent Dr. J. Longo, Principal T. Hopkins (7:14), Asst. Principal G. Dukette and recording secretary J. Barsaleau. Present in the audience were AEA members J. Lindsay and J. Horn, R. Haeger, L. Fontaine, K. Johnston and K. Kouatly.

Communications

- Mr. Lippert noted Troy Hopkins and Rebecca Aubrey were featured in the *EASTCONN Connections* publication. A letter was received from CABE acknowledging Ashford's membership for the coming school year. Dr. Longo shared that he has just received notice from CABE that Ashford School's "Day of the Dead Wax Museum" and "Space Adventures" have been chosen for display at the CABE/CAPSS convention in November.
- Mrs. Gamache read and distributed final results of a student survey concerning recycling and foods choices in the cafeteria.
- Mr. Lippert thanked members of the business and administrative staff for keeping both he and town officials informed of school and district events via email communication.

Opportunity for Public Comment

- Rebecca Haeger suggested again the board consider televising or recording its meetings to allow people who cannot attend the meetings to have access. She expressed "heartbreak" over the departure of Mrs. Backhaus and concerned about the loss of experienced middle school personnel. They do more than teach, they prepare our students for high school. She asked about social literacy and project based learning and if it is relative to high school? She asked for follow up on the status of a previously discussed survey and plans for grade level Spanish instruction.
- Kim Kouatly echoed some of the same statements as Mrs. Haeger. She is concerned about student preparation for middle and high school. She stated that project based learning (PBL) is a lot of work not only for the kids, but also for parents and teachers. She feels with PBL, they are missing lots of time going toward high school, and research and study skills are lacking.

Approval of Minutes: 06/07/2018

Motion made by K. Warren to approve the regular meeting minutes of 06/07/2018 with the following amendments:

- *Communications – correct the spelling of the last name "Copozziello" to Capozziello.*
- *Second Opportunity for Public Comment – 4th bullet point, delete the apostrophe in the word "it's".*
- *Second Opportunity for Public Comment – revise the first sentence of the last paragraph to read as follows: "Dr. Longo agreed with Mrs. Haeger's concerns that the library has been neglected".*

Motion seconded by L. Donegan and carried with two abstentions (J. Calarese , L. Donegan).

Year-End District and Administrative Report

This report was included in the agenda packet. Dr. Longo asked if there were any questions or comments.

- Mrs. Urban inquired about the status of the freshman student survey that was to be distributed by E.O Smith. Mr. Hopkins reported that the survey is on hold. Administrators from the other Region 19 sending towns were hesitant to launch a survey without input from all principals the region.
- Members engaged in debate about project based learning versus more traditional instruction. Mrs. Donegan felt there should be more focus on reading and math, noting there isn't much PBL in high school, and there should be more emphasis on necessary skills for high school. Ms. Matthews replied that although the high school may follow a more traditional model, it does not mean we have to.

- Dr. Longo stated that while PBL may appear to be new, it is not. What began as interdisciplinary instruction in the 60's has evolved over time with many different names; but the content is the same. He has participated in joint meetings attended by superintendents and corporations. Corporations are seeking employees with transferrable skills, people who are socially adjusted and can work together. We are not trying to diminish content, but rather maintain content and deliver instruction in a manner involving real life skills.
- Mr. Dukette spoke about the April professional development where differing methods of learning was discussed. While our middle school teachers are caught between middle school and junior high, we have a relatively balanced system. Change takes time.
- Mrs. Donegan expressed the need for a math teacher that is equally as good as Donna Backhaus. Mr. Lippert added that our current search committee process has been successful and the BOE's only concern is getting the best candidate.

a. Distribute Business Manager's Report

Mrs. Dyer's report was included with the agenda packet. Any questions or comments about the report should be emailed to Mrs. Dyer.

BOE Subcommittee Worksessions (Approx. ½ Hour)

a. Cafeteria

b. Building & Grounds

c. Personnel

Mr. Lippert noted that cafeteria and building & grounds subcommittees will meet together in conference room and the personnel subcommittee will meet in the superintendent's office. He will attend each meeting briefly.

The board meeting resumed at 8:53pm.

- Mrs. Gamache reported on the discussion of the cafeteria committee. The goal is to have the disassembly line in place before school begins. Other items discussed were composting, the value of recycling, and a school vegetable garden and possibly making premade salads available to more grade levels. No building and grounds matters were discussed. Ms. Matthews left the meeting at 8:27pm.
- Mrs. Donegan reported that the personnel committee discussed creating a standard practice of exit interviews with the BOE. The members of the personnel subcommittee recently held an informal with members of the AEA. It is a great way to communicate with teachers and these meetings will be held from time to time.

New Business

a. Discussion/Ratification of MEUI Successor Agreement July 1, 2018 – June 30, 2021

Dr. Longo shared a brief summary of the changes to the proposed 3-year agreement. Wage increases are 2.75%, 2.75% and 3.0% respectively. The current 5.5% BOE contribution to 403b plan is raised by .50% each year of the agreement, and mandatory sick bank has been added and in the first year, medical insurance remains unchanged at \$1,500/\$3,000 and in year two and three, the HSA plan increases to \$2,000/\$4,000.

Motion made by J. Calarese to ratify the July 1, 2018 – June 30, 2021 MEUI successor agreement as presented. Motion seconded by L. Donegan and carried unanimously.

b. Approval of Planned Expenditures for School Readiness Enhancement Grant Funds

School Readiness received FY 18 competitive funds required to be used for program enhancement. The Readiness Council determined the best use of these funds would be for the replacement of the primary playground storage shed.

Motion made by J. Calarese to accept the School Readiness Council's plans for the use of enhancement grant funds for the purchase of a storage shed. Motion seconded by J. Urban and carried unanimously.

c. Approval of School Lunch Price Increase for 2018-2019

It is required that the cost of a paid school lunch be reviewed annually. Following this review, it was determined the price of a paid lunch must to be increased by \$.10 to \$2.85.

Motion made by J. Calarese to raise the cost of school lunch to \$2.85 for the 2018-2019 school year.

Motion seconded by S. Gamache and carried unanimously.

d. Staff Resignation

Dr. Longo read a letter of resignation submitted by math teacher Donna Backhaus. Mrs. Backhaus has accepted a position with another district.

Motion made by K. Warren to accept with much regret, the resignation of Donna Backhaus. Motion seconded by L. Donegan and carried unanimously.

e. Staff Appointment

Mr. Hopkins reviewed the extensive process that was followed to bring forth the recommendation of Jessica Bernardi for the position of school counselor.

Motion made by J. Urban to appoint Jessica Bernardi to the position of School Counselor. Motion seconded by L. Donegan and carried unanimously.

f. Authorization to Participate in “Wellness Dollars Program” (ConnectiCare)

Health insurance carrier ConnectiCare is sponsoring a Wellness Dollars Program to extend \$1,500 toward promoting health and wellness for the employees of Ashford School and the Town of Ashford. There are numerous activities, events and programs eligible for funding.

Motion made by L. Donegan to authorize participation in the Wellness Dollars Program. Motion seconded by J. Urban and carried unanimously.

Old Business

a. Capital Projects Meeting Report

Mr. Calarese gave an overview of the initial meeting held earlier this month. This committee will be looking at all facilities in Ashford, not just Ashford School. Mike Sorano of Friar & Associates was present to answer questions concerning Ashford School and the 10 capital improvement plan Friar has created as requested by the Board. Mr. Sorano indicated the overall condition of the school is good considering the age of the building and effective maintenance has helped that cause. Any further work in the CORR area space cannot be done until bid specs and an RFP are posted around the first of the year. The committee will meet again in August.

Next Meeting Date/Agenda Items

Survey of high school students, BOE curriculum committee, agenda for the 8/2/18 BOE Strategic Planning Meeting (formerly the Annual Retreat), follow up on math teacher search.

Second Opportunity for Public Comment

- Mrs. Haeger asked for clarification of the estimated amount of remaining funds for FY 18. Dr. Longo replied that the number in Mrs. Dyer’s report remains an estimate and he expects it to be less than \$20,000. She spoke the summer heat in some classroom, especially in the cafeteria asking if it is being monitored? Dr. Longo replied that large fans are being purchased for the cafeteria. Mrs. Haeger is encouraged by the commitment that stated to finding the best person to fill the math vacancy, commenting that all of our teachers are “phenomenal and the grade 7&8 teachers shine and go above and beyond.”
- Mrs. Kouatly said she was excited about the formation of a curriculum committee. She reiterated that kids learn differently and that PBL while great for some, it may not work for all. She suggested the BOE might consider offering childcare to allow people more freedom to attend meetings. She is concerned that three teachers have left this year and encourages that we keep an eye on why they are leaving.
- Mrs. Fontaine stated that classroom temperatures are excessive in the summer and noted the ineffectiveness of the windows in the primary wing.

Non-Union Staff Negotiations (Executive Session Anticipated)

Motion made by K. Warren to enter into executive session (9:58pm) for the purpose of non-union staff negotiations with Dr. Longo and Mr. Hopkins in attendance. Motion seconded by L. Donegan and carried unanimously.

Present: J. Lippert, J. Calarese, S. Gamache, K. Warren, L. Donegan, J. Urban, Dr. J. Longo and T. Hopkins.

The board, Dr. Longo and Mr. Hopkins exited executive session at 10:28pm with the following actions:

Motion made by L. Donegan to increase the FY 19 contribution to the tax-sheltered annuity by ½% for non-union staff contracted by the Board of Education. Motion seconded by J. Urban and carried unanimously.

Motion made by J. Urban to change Mr. Hopkins’ title to “Principal & Assistant Superintendent” with no change in salary, effective 7/1/18. Motion seconded by S. Gamache and carried unanimously.

Motion made by J. Calarese to offer the Principal & Assistant Superintendent the same \$2,000 medical benefit waiver that is offered to the teachers, effective 7/1/18. Motion seconded by L. Donegan and carried unanimously.

Superintendent Evaluation (Executive Session Anticipated)

Motion by J. Calarese to enter into executive session (10:50pm) for the purpose of Superintendent Evaluation. Motion seconded by K. Warren and carried unanimously.

Present: J. Calarese, S. Gamache, J. Urban, K. Warren, L. Donegan, J. Lippert and Dr. J. Longo
The Board and Dr. Longo exited executive session at 11:15 pm. No action was taken.

Personnel Matter (Executive Session Anticipated)

None

Motion made by S. Gamache to adjourn the meeting (11:31pm). Motion seconded by J. Urban and carried unanimously.

Recorded by:

Jennifer Barsaleau, Recording Secretary

Draft

Ashford Board of Education
Special Meeting
Annual Strategic Planning Worksession
August 2, 2018
2:00 P.M.
Library/Media Center

AGENDA

1. Board of Education Roles and Responsibilities
 - a. *A review of material provided by CABE and our attorneys to keep us focused*
2. Board Goals
 - a. *Suggestions have been provided, but your priorities should be reflected in the goals*
 - b. *Perhaps longer-term goals, three years, might be more practical. Additional goals can always be added if needs arise.*
3. Budget Development Schedule
 - a. *The BOF has developed a proposed schedule*
 - b. *Do we still want to schedule a Three-Board Meeting this September?*
4. Capital Projects Priorities
 - a. *Review of Friar Proposals and Prioritizing Our Plan for the Order of Projects*
 - b. *Proposed Plans for Our Unexpended Educational Funds (1% Fund)*
5. STEAM and Project-Based Learning Report
 - a. *A report from the Administration on its meaning, implementation and status, as well as connections to our programs and to state and national directives*
6. School Standing Committees – Duties, Responsibilities and Schedule
 - a. *A report from the Administration of the current committees of staff, their role and status*
7. Staffing Goals
 - a. *BOE priorities going forward on which positions may be added, and approach to class size*
8. Long-Term (Three-Year Plan)
 - a. *Update and revise our Three-Year Plan to reflect current needs*
9. Community Connections – Ideas and Proposals
 - a. *Concrete proposals and schedule of implementation*
10. BOE Committees
 - a. *Time to meet, set priorities, and report to BOE*