

WINDHAM BOARD OF EDUCATION  
WILLIMANTIC, CONNECTICUT  
SPECIAL BOARD OF EDUCATION WORKSHOP MEETING MINUTES  
November 30, 2011

BOARD PRESENT: Mr. Adamo, Mrs. Collins, Mr. Desaulniers, Mr. French, Mrs. Lambert, Ms. Osuba,  
Dr. Sewall, Dr. Switchenko, Ms. Tinker

BOARD ABSENT: No one

ADMINISTRATION

PRESENT: Superintendent Ms. Ortiz, Assistant Superintendent Ms. Barker-Jones, Directors Mrs.  
Banks and Mr. Nelson

STUDENT

REPRESENTATIVES: Hossai Jabary, Katelynn Person

OTHERS PRESENT: Special Master Dr. Adamowski; general public; staff; administrators; news media

CALL TO ORDER

Superintendent Ms. Ortiz called the November 30, 2011, Special Board of Education Workshop meeting,  
to order at 7:00 P.M. in the Windham High School Library Media Center.

Ms. Ortiz asked for a moment of silence in memory of the three-year old child, who was a student at the  
Windham Preschool, who died last week as a result of child abuse. She announced that there will be a  
candlelight vigil at Jillson Square Friday evening at 5:00 PM.

ELECTION OF OFFICERS

Secretary

(46)Motion of Mrs. Collins, seconded by Dr. Sewall, that Ms. Osuba be nominated as Secretary of the  
Windham Board of Education.

(47)Motion of Mrs. Lambert, seconded by Mrs. Collins that nominations be closed.

On the motion nominating Ms. Osuba as Secretary of the Board of Education: Aye, 9-0; unanimous.

Ms. Osuba is the Secretary of the Windham Board of Education.

Vice-Chair

(48)Motion of Mrs. Lambert, seconded by Dr. Sewall, that Mrs. Collins be nominated as Vice-Chair of the  
Windham Board of Education.

(49)Motion of Mr. French, seconded by Mr. Desaulniers, that Mrs. Lambert be nominated as Vice-Chair of  
the Windham Board of Education.

(50)Motion of Dr. Sewall, seconded by Dr. Switchenko that nominations be closed.

On the motion nominating Mrs. Collins as Vice-Chair of the Board of Education:

Aye: (5 members) Dr. Switchenko, Mrs. Lambert, Mr. Adamo, Dr. Sewall, Mrs. Collins

Mrs. Collins is Vice-Chair of the Windham Board of Education.

Chair

(51)Motion of Ms. Tinker, seconded by Mrs. Lambert, that Dr. Sewall be nominated as Chair of the  
Windham Board of Education.

(52)Motion of Dr. Switchenko, seconded by Mrs. Lambert that nominations be closed.  
On the motion nominating Dr. Sewall as Chair of the Board of Education: Aye, 9-0; unanimous.  
Dr. Sewall is the Chair of the Windham Board of Education.

Ms. Ortiz called for a three-minute recess.  
Chair Dr. Sewall reconvened the meeting.  
He thanked all Board members for their support.

### WORKSHOP SESSION

Ms. Ortiz presented the Strategic Operating Plan: Vision, Theory of Action, and Measures at tonight's meeting. As part of the Vision statement, she explained that the term, *college ready students*, means that all students who will graduate from high school will be prepared to attend college even if they choose to follow other paths. The performance index based on CMT/CAPT in math, reading, writing and science was reviewed for all of the schools, the district and the state for 2010 and 2011. The matrix showed that four schools are maintaining with North Windham at the proficient level and two schools improving even though they are below proficient. The district Overall School Index (OSI) must improve by five index points per year with at least one school improving by one performance category on the OSI matrix each year. The standardized performance targets were reviewed which are measures that have been developed. Attainment measures include increasing the high school graduation rate and the college attendance rate. Standardized performance targets are the CMT and CAPT. The PSAT will be another measure which will be focused on. A chart showing performance targets for schools over the next three years in math, reading, writing and science was reviewed. Ms. Ortiz explained that the end target by 2014 is doable with 5% increases indicated to occur every year. Dr. Adamowski explained that there are ten targets; seven of which deal with school performance and three of which deal with district achievement measured by overall performance index. Meeting these goals will be variable from year to year which is why there are multiple measures as opposed to one or two and strategies will be flexible to reach these measures. Questions were answered and there was discussion throughout the session. The ten targets are comprised of a comprehensive set of performance measures to give a view of how the district is performing over time. Theories of actions are broad strategies for school improvement and district reform. Dr. Adamowski reviewed the theory of action and the School Accountability Policy which specifies that school performance will be measured annually and then categorized on the matrix. District support and supervision of each school will be guided by its performance category. He reviewed the different categories that schools could be placed in each year (Goal, Proficient and Below Proficient) and explained what would occur at each level. Dr. Adamowski will suggest a policy agenda with some key policies to address in the months ahead as this is important to the strategic operating plan.

### ADJOURNMENT

(53)Motion by Mrs. Lambert, seconded by Mrs. Collins, that the Board adjourn its meeting at 9:20 P.M.  
On the motion: Aye, 9-0; unanimous.

Respectfully submitted,

Luz Osuba, Secretary