

The Bridge Academy, Inc.
Board of Directors

The Bridge Academy is a small, caring, public charter school with a rigorous learning environment.

All members of The Bridge Academy community listen to and communicate with each other, are able to respond to diverse needs and give the consistent effort necessary for personal and academic growth.

Monday, April 21, 2014 Agenda

1. Public comment (Each guest is allowed 3 minutes)
2. Approval of minutes from previous (March 10, 2014) meetings.
3. Old Business – Review of email on trips
4. Status report and update on school (15 minutes, Dutton and Allison) (Report cards, trips, testing etc.)
5. Personnel
 - Update on job descriptions
 - Middle School Science Pregnancy leave, ELA position, High school Science update
 - Evaluation of Administration (Jacquie Marumoto)
 - New Position
6. Governing Board Review (see attached minutes) (1 minute) (Lefkowitz)
7. Financial committee report (15 minutes, Muhammed, Dutton)
 - Review of current expenditures, finance committee Report, review of credit card statements,
8. By-laws committee (Bologna)
9. Technology or website committee report (Kaolian)
10. Building issues (1 minute) (Dutton) (Engineering report)
11. SEED Flexibility
12. Board Gift
13. Calendar Approval
14. Other New Business – Nominating committee (Vince Musto), appointment of school auditor.
15. Adjournment

NOTE:

Meeting is at **5:30 p.m.** at The Bridge Academy, 401 Kossuth Street. Members should contact Timothy Dutton (203-336-9999) or respond to me by return email regarding their plans to attend this meeting.

The Bridge Academy

Board of Directors and Governing Council

Monday, March 10, 2014

Present: Tim Dutton (ex-officio), Rachel Allison, Kit Kaolian, Vince Musto, Jaquie Marumoto, Sandy Lefkowitz

Board of Directors members not in attendance: Zanaib Muhammed, Ken Smith, Michael Bologna, Celeste Markle, Dee Fuller

The meeting was called to order at 6:04.

1. **Public Comment:** No public comment
2. **Trip Approval** from last Year's Washington and Boston Trips: Ms. Phiri was not at the meeting to discuss the trip and no students came to present; Sandy made it clear that a presentation must be made before funding for the trips would be approved.
3. **Approval of Minutes from Previous Meeting:** It was stated that that it must be made clearer in the minutes that there must be a presentation on last year's trips before the Board will vote to fund the middle school trips.
4. **Old Business:** No old business to report
5. **Status Report and Update on School:** The high school had its first fight; Tim did a stipulated agreement with these two girls who were allowed back to school after five days with the understanding that they will be expelled for a full 180 days if they commit another suspendable offense. The high school has begun administering the CAPT. Things at the middle school have been challenging; we have had two fights recently. We had a behavior management coach come in and he gave some very helpful tips about how to support our more challenging students.

Tim had a student bring a BB gun to school today and asked the Board to come up with a policy around the issue of weapons in school. Vince said that any implement that could seriously injure a person should be treated with the maximum punishment. Tim said that the state has a law that stipulates that there must be some kind of hearing for any weapons offense. Kit agreed with Vince that one would have to weigh all of the factors before deciding on a consequence. He suggested creating some sort of checklist by which we could weigh the gradations of danger involved in weapons offenses. Jaquie said that any gun or weapon should carry a consequence consisting of some term of expulsion; any weapon deserves a response but the gradation of the weapon may mitigate the response. Sandy recognizes that this is a challenged community and feels that one blanket policy does no good. She thinks a checklist policy with gradations of danger would be helpful. Sandy feels that we need to take a stand against weapons and violence, especially considering the school safety considerations recently. Tim talked about the "theory of the case": If he can guarantee a time out vs. going to an expulsion committee and maybe losing he should take that into consideration. Tim will probably hand this over to the expulsion committee and let them decide the consequence for these students, both of whom

are special education students. This means that both must have a “manifestation hearing” before we can proceed with any disciplinary action. The school will incur a cost if students receive a consequence that requires homebound tutoring.

6. Personnel:

- a. **Update on Job descriptions:** The job descriptions are still not complete.
- b. **Approval of authority to negotiate Separation Agreement:** Tim asked the Board for, and was granted, the authority to negotiate a separation agreement.
- c. **Middle School Social Studies, High School Science update:** We only had one candidate for the science maternity leave, but that person turned the job down. We have an aide who is certified in General Science who will be taking over the position. We moved an aide (who is certified in English) to take over for the employee who received the separation agreement and hired a new person to fill her role at the middle school. The science teacher who has not passed Praxis has received a long-term substitute certificate.
- d. **Evaluation of Administration:** Mr. Pimentel is not here to report.

7. Financial Committee Report:

- a. **Review of Current Expenditures:** The Finance Committee met at 5:30. Tim asked for permission to organize the budget so that it is easier to read. Jaquie asked that there be three columns; one for our beginning of the year budget, one for where we are to date and one for the projected budget.
- b. **Bookkeepers:** The bookkeeping agency we have contracted is no longer reliable. Tim is going to request a replacement from our accountants.
- c. **Review of Credit Card Statements:** These are completed every month.

8. By-Laws Committee: No report

9. Technology or Website Committee Report: Ken is not present; he is waiting to hear from Sarah.

10. Building Issues: We earned a \$850,000 grant from the state for a new roof, outside doors, new entrance, fix the basement issue and get a new oil tank and update the science room in the middle school. If we get it we will have to wait for it to be bonded. He will hear in a month or so.

11. Other New Business: Sandy stressed that we need to wrap up several issues (e.g. the nominations to the Board) before the end of the year. She also thinks it would be important to give Board members the opportunity each year to talk about why they choose to be on the Board. Sandy shared that she serves on the Board because she loves the kids, and is exposed to a world she knew very little about before coming to Bridge.

- a. **Adjournment:** The meeting was adjourned at 7:00 pm. The next meeting will be held on April 21, 2014

NOTE: Meeting is at 6:00 pm at the Bridge Academy, 401 Kossuth Street. Members should contact Timothy Dutton (203 336-9999) or respond to him by return email regarding their plans to attend this meeting.



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



TO: Superintendents of Schools

FROM: Sarah J. Barzee, Ph.D., Chief Talent Officer *Sarah J. Barzee*

DATE: April 8, 2014

SUBJECT: New Friday Deadline: Extension of 2013-14 Educator Evaluation and Support Plan Revision Submission Dates

The State Board of Education approved the following resolution at its meeting on April 2, 2014:

RESOLVED, That the State Board of Education, pursuant to subsection (c)(2) of Section 10-151b of the Connecticut General Statutes, amended the guidelines for a model teacher evaluation and support program, known as the Connecticut Guidelines for Educator Evaluation, by incorporating "Proposed Flexibilities to the Guidelines for Educator Evaluation" recommended by the Performance Evaluation Advisory Council (PEAC) at its meeting on January 29, 2014, and now, in accordance with the materials presented at this meeting, extends the deadline by which districts must notify the State Department of Education of their adoption of such flexibilities as part of their 2013-14 educator evaluation and support plans.

As a result of the approval of this resolution, districts that would like to take advantage of the Proposed Flexibilities to the Guidelines for Educator Evaluation outlined in Section 2.9, as recommended by the Performance Evaluation Advisory Council (PEAC), but were not able to convene their Professional Development and Evaluation Committee (PDEC) and/or their local and regional board of education in time to meet the March 30 deadline, will be granted extended time to submit their selected flexibilities for their 2013-14 plan to the State Department of Education (SDE).

We recognize that the majority of districts wishing to request an extension have already notified us. Those districts considering using this flexibility must submit an initial email to Shannon Marimón, Division Director for Educator Effectiveness and Professional Learning, at shannon.marimon@ct.gov, no later than Friday, **April 11, 2014**, and must obtain approval of the revised plan at the next available local or regional board meeting. Once you have obtained this approval, please submit your 2013-14 Flexibility Request Submission Form (attached) to the SDE for review and approval at SDE.SEED@ct.gov. Once approved, you will receive notification to the email address provided on the submission form.

For further information regarding this mailing, including the sending of an initial email by Friday, please contact Shannon Marimón at 860-713-6816, or via email at shannon.marimon@ct.gov.

SJB:cpe

Enclosure: 2013-14 Flexibility Request Submission Form

**Connecticut's Educator Evaluation and Support System
2013-14 Flexibility Request Submission Form**



Notification of a district's intent to submit a flexibility request must be submitted to Shannon Marimon, Division Director for Educator Effectiveness and Professional Learning, at shannon.marimon@ct.gov by April 11, 2014.

District: *The Bridge Academy Charter School* **Phone:** *203-336-9999*

Superintendent Name: *Tim Dutton* **Email:** *BridgeAcademy@yahoo.com*

We request flexibility in our 2013-14* district educator evaluation and support plan for the components indicated below.

Student Growth Goals/Objectives

- Each teacher, through mutual agreement with his/her evaluator, will select 1 goal/objective for student growth. For each goal/objective, each teacher, through mutual agreement with his/her evaluator, will select multiple Indicators of Academic Growth and Development (IAGD). See 2.9(a) for complete language.

OR

- Please state the variation on the above number of goals/objectives that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

Observations

- Teachers who receive and maintain an annual summative performance evaluation designation of proficient or exemplary (or the equivalent annual summative rating in a pre-existing district evaluation plan) during the 2012-13 or any subsequent school year and who are not first or second year teachers shall be evaluated with a minimum of one formal in-class observation no less frequently than once every three years, and three informal in-class observations conducted in accordance with Section 2.3(2)(b)(1) and 2.3(2)(b)(2) in all other years, and shall complete one review of practice every year. See 2.9(c) for complete language.

OR

- Please state the variation on the above approach to observation (cycle, frequency, informal/formal, eligibility) that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

Observations (continued)

If your district is pursuing flexibility regarding teacher observations and you wish to utilize summative ratings from the previous year (2012-13) for this purpose, please explain how the previous ratings will be translated into the new rating system. In other words, please explain what ratings from 2012-13 will be considered to be the equivalent of what current ratings (exemplary, proficient, developing, below standard) (feel free to include an attachment if more space is required):

Use of State Test Data

Please note: Districts have already made their decisions regarding the decoupling of state test data for their 2013-14 educator evaluation and support plan. No further action is required for this academic year.

Professional Development and Evaluation Committee

Pursuant to 10-151b(b) and 10-220a(b), the district Professional Development and Evaluation Committee must convene to consider a district's flexibility options. Please indicate whether the local or regional board of education and the Professional Development and Evaluation Committee reached mutual agreement on the flexibility components you have requested above.

Mutual agreement reached

Mutual agreement not reached; local or regional BOE Decision

Signatures- indicating approval of the requested flexibility:

_____ Date _____
(Superintendent)

_____ Date _____
(Board of Education Chair)

Request for flexibility has been reviewed and approved by the CSDE

Signature: _____ Date _____

(Shannon Marimón, Division Director, Bureau of Educator Effectiveness and Professional Learning, CSDE Talent Office)

Submit this completed form to SDE.SEED@ct.gov

Please reference "{DistrictName}: Flexibility Amendments for 2013-14" in the subject line.

Questions? Call the CSDE Educator Evaluation and Support Hotline: 860-713-6868

***Please Note: This is not a substitute for submission of a 2014-15 district plan.**



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 Bridgeport, CT 06608
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 www.bridgeacademy.org

Prior to the 2013—2014 school year and our implementation of SEED, The Bridge Academy used a three tiered ratings classification for all staff: 1) Meets school expectations 2) Needs assistance meeting school expectations 3) Not meeting school expectations/notable concern.

We have converted our previous ratings to align with the new SEED ratings as follows:

Previous Rating	SEED rating
Meets school expectations	Exemplary/Proficient
Needs assistance meeting school expectations	Developing/Below standard
Not meeting school expectations/notable concern	Below Standard

The Bridge Academy Charter School is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation or any other basis provided by Connecticut State and/or Federal nondiscrimination laws. Inquiries regarding The Bridge Academy's nondiscrimination policies should be directed to the school administration at The Bridge Academy, 401 Kossuth St., Bridgeport, CT 06608, (203)-336-9999.

August/Septmeber 23

M	T	W	T	F
25	26	27	28	29
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 8/26 Teachers First Day
- 8/27 First Day for Grade 7 & 9
- 8/28 First Day for 10, 11, & 12 (Gr. 7 does not report)
- 9/1 Labor Day
- 9/24 Open House
- 9/25 Rosh Hashanah
- 9/26 Progress Reports

November 15

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

- 11/4 Veteran's Day
- 11/11 Election Day/Teacher PD
- 11/13 Parent Conferences 6-8PM
- 11/14 Parent Conferences 1-3PM
- 11/25-11/28 Thanksgiving Recess

February 17

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

- 2/14 - 2/18 Presidents Day Weekend
- 2/20 Progress Reports

May 20

M	T	W	T	F
				1
4	5	6	7	12
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

- 5/8 Progress Reports
- 5/23 - 5/26 Memorial Day Weekend

The BridgeAcademy 2014 - 2015

DRAFT

October 22

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- 10/1 Progress Reports
- 10/13 Columbus Day
- 10/29 End of Marking Period

December 17

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

- 12/5 Progress Reports
- 12/24 - 12/31 Holiday Recess

January 17

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- 1/1 - 1/6 Holiday Recess
- 1/6 Three King's Day
- 1/19 Martin Luther King Jr., Day
- 1/16 End of Marking Period
- 1/20-1/23 Midterm Exams HS Only
- 1/20-1/22 Middle School - FULL DAYS
- 1/23 Middle School Early Dismissal

March 22

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

- CMT/CAPT Testing

April 16

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

- 4/2 End of Marking Period
- 4/3 Good Friday
- 4/10 Parent Conferences 6-8PM
- 4/11 Parent Conferences 1-3PM
- 4/13 - 4/17 Spring Recess

June 12

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

- 6/10 - 6/16 Final Exams

Half-Day
No School

6/26 Absolute Last Day of School.
Additional Snow Days after June 26th
will be made up in the following order:
Feb. 13th, April vacation starting at the
beginning of the week.

AUGUST/SEPTEMBER (22 days)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

August 25 Teachers First Day
August 25 - 27 Teachers Professional Development
August 28 One Session Day First Day for All Students K-12
September 1 Labor Day
September 25 Rosh Hashanah

OCTOBER (22 days)

M	T	W	T	F
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

October 8 One Session - School Improvement
October 13 Columbus Day

NOVEMBER (16 days)

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

November 4 Election Day/District PD Day
November 11 Veterans' Day
November 12 & 13 Gr. K-12 Report Card Conf.
November 26 One Session Day
November 27-28 Thanksgiving Recess

DECEMBER (17 days)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

December 10 One Session - School Improvement
December 23 One Session Day
December 24 - 31 Holiday Recess

JANUARY (18 days)

M	T	W	T	F
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January 1-2 New Year's Day Observed/Holiday Recess
January 6 Three King's Day
January 14 One Session Day
January 19 Martin Luther King Jr., Day

FEBRUARY (17 days)

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

February 13 - 17 Presidents' Day Weekend

MARCH (22 days)

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

March 25 One Session - School Improvement

APRIL (16 days)

M	T	W	T	F
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

April 3 Good Friday
April 13 - 17 Spring Recess
April 22 & 23 Gr. K-12 Report Card Conf.

MAY (20 days)

M	T	W	T	F
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29


May 6 One Session - School Improvement
May 25 Memorial Day

JUNE (12 days)

M	T	W	T	F
2	3	4	5	6
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

June 1 One Session PD Day
June 16 One Session - LAST DAY OF SCHOOL

June 16 - Last Day for Students (182)
June 16 - Last Day for Teachers (186)
June 26 - Absolute Last Day of School.
Additional Snow days after June 26th will be made up in the following order: Feb. 13th, April vacation starting at the beginning of the week.



 One Session School Improvement Day
 Professional Development/PD Day
 One Session Day
 Holiday: Schools Not In Session
 Report Card Conference
 One Session Professional Development Day

Minutes of the Governing Council: **Monday, April 7, 2014, at 6:00pm**

Present: Tim Dutton, Bridget Krauss, Suzanne O'Brien, Shandra Sanders, Valerie Gibbson, Robert Doss and Aline Doss.

The meeting was called to order at 6:04pm.

1. **Must fail removal requests:** There were two students on the must fail list for the third quarter. One Junior that had a total of 23 absences and tardies in the 2nd quarter and upon entering the third quarter had brought it down to 10 absences and tardies. For this Junior, Mr. Dutton suggested that if there is no improvement that she only be put to fail her first period class in light that this is the class being mainly effected by her tardies and absences. As for the rest of her grades they should be reinstated. The second student on the must fail list is a sophomore who was suggested be taken off the must fail list and the same strategy be implemented were only the 1st period class was failed. This was also due to high volume of tardies and absences. Mr. Dutton explained that it is more common in the students that walk or get other mean of transportation other than Bridge provided buses, that there are a higher tardy and absences accumulation. Verses the students that get busses provided to them by Bridge.
2. **Approval of new Calendar:** It has been approved that the new school year will commence on: Wednesday, September 27. There will be an extra day off before Thanksgiving. Also there will be an extra day off before the holiday Three Kings Day. Bridge Academy will have an academic school year of 180, while the Bridgeport Public Schools will have 182. Bridge academy will also be finishing the school year a day earlier than the Bridgeport schools.
3. **End of year calendar:** Graduation will be held at Thurgood Marshall on Monday, June 23. Which will be followed by the last day of school on Tuesday, June 24th. Talent show will be held on Friday June 13th (this will be a half day). National Honor Society dinner will be held on June 12th. Six flags for the high school will be June 6th; High School Field day will be May 22nd. Prom will be May 23rd and the school will be closed. Middle school field day is June 23rd and six flags would be June 20th. There last day would be Tuesday the 24th.
4. **Update on School (Power School, Progress reports, climate etc...):** A brief synapses on the outcomes of the topic of a student that brought a BB gun to school. This was discussed at the previous month's meeting.

5. **Senior Period 5 policy for 2014-2015:** For the coming school year all seniors **MUST** be out of the building by 12:15 pm. The alternative for the remaining seniors will be a 5th period class that at the end of each marking period will account for a grade. We as a school would like to encourage the seniors to jump start on some college courses, or to push them towards volunteering or working; as better productivity.
6. **Quarterly meeting for May (Bob Silverstone):** On our next meeting in May we will have a guest appearance by a close friend of Sandy of the Board of Directors. He is a psychologist that has taught on a high school as well as college course level. The Governing Board will participate in an activity guided by Mr. Silverstone in which we will be told a story and will be asked to give our opinions and put into debates and discussions on whether or not characters in the story have moral values or not.
7. **Bullying Policy and Committee:** There was a small incident with a middle school student that was shoving and pushing students into lockers. Situation was addressed and has since died down. None of the same behavior being displayed or being brought to any of the high school teacher's attention.
8. **Emergency Plans and procedures:** The school held an emergency fire drill on Wednesday April 2; the overall drill was a success.
9. **Food Service Council:** The kitchen will be audited come the end of the school year. This department will also be graded on its nutrition, wellness policy, finance etc. We strive to maintain a high grade such of that on our previous audit.
10. **Title 1 Advisory committee:** there was an activity brought to the Title 1 Committee to be introduced. "Odyssey of the Minds: it's a strategically based thinking activity.
11. **Other new business:** On May 5 we will introduce an activity on Value Clarification.

Adjournment: The meeting was adjourned at 6:40 pm. The next meeting will be held on May 5, 2014.