DANBURY BOARD OF EDUCATION MEETING MINUTES
WEDNESDAY, OCTOBER 9, 2013- 7:00 P.M.
Administrative Center, 63 Beaver Brook Road

CALL TO ORDER

The Chairperson, Ms. Sandy Steichen, called the meeting to order at 7:00 pm and those assembled recited the Pledge of Allegiance.

ROLL CALL

Present: Eileen Alberts, Shirley Chilian, Gladys Cooper, Gary Falkenthal, Richard Hawley, Richard Jannelli, Kathleen Molinaro, Sandy Steichen, Robert Taborsak, Phyllis Tranzillo, Annrose Fluskey-Lattin (7:10 pm)

Also Present: Drs. Pascarella, Glass, Kim Thompson and Joe Martino

RECOGNITIONS

Cheryl Hart, STA Driver, inducted to the "Safety Wall of Fame" (1 of 13 inductees this year from the U.S. and Canada). The Board congratulated Cheryl Hart for being inducted in the "Safety Wall of Fame". STA has 9,600 vehicles and 10,000 employees. Each year an employee is selected for this honor. The Chairperson thanked her for her years of service and gave her a certification of appreciation.

Introduce new Interim Administrators:

Sandra Atanasoff	Interim Principal, Alternative Center
Sibyl Brooks	Interim Principal, Hayestown Avenue School
Keith Byrd	Interim Adult Education Evening Program Supervisor
Lenny Cerlich	Interim Assistant Principal, King Street Campus
Terence Cunningham	Interim Director of Adult Education
Kris Davidson	Interim Assistant Principal, Danbury High School
Paula Grayson	Interim Pupil Services Coordinator
Tina Hislop	Interim Principal, King Street Campus
Kristy Zaleta	Interim Associate Principal for Instruction, Middle Schools

Dr. Pascarella asked the Interims that were in the audience to come up to the microphone and introduce themselves to the Board and say a few brief words:

Sandra Atanasoff, Interim Principal at ACE
I was born and raised in Danbury and I thanked the Board for welcoming me tonight.

Keith Byrd, Interim Adult Education Evening Program Supervisor
I am from Waterbury. I am glad to be here thank you having me

Lenny Cerlich, Interim Assistant Principal - King Street Campus
I have been employed in the Danbury system for 21 years. I have done a number of administration interims and this is another one more to put my hat in the ring.

Terence Cunningham, Interim Director of Adult Education
I am from Baltimore, Maryland and I am happy to be here.

Kris Davidson, Interim Assistant Principal -Danbury High School
I taught in the Business Department for 8 years. I am excited to be here.

Paula Grayson, Interim Pupil Services Coordinator
This is my first administration position. I have been in the system for over 12 years. I am looking forward to working with everyone.

Tina Hislop, Interim Principal - King Street School
I have been in the Danbury system for 10 years. I am excited about this opportunity.

Sibyl Brooks, Interim Principal - Hayestown Avenue School
I started as a consultant working with a superintendent on action plans for the achievement gap. I was Math Director in Hartford. I am having a wonderful time at Hayestown. I am excited to be part of the Danbury Public Schools.

Ms. Steichen thanked everyone for coming and wished them good luck in their new positions.

PUBLIC PARTICIPATION - None

CONSENT CALENDAR

MOTION - S. Chilian moved, seconded by R. Taborsak that the Board of Education approve the items on the Consent Calendar, Exhibits 13-180 through 13-192: as recommended:

MINUTES

Redistricting Committee	9/18/13
Board Meeting	9/25/13

PERSONNEL REPORT

Accept Leave of Absence:	Danelle Kulbieda
Accept Resignations:	Lindsay Benicewicz Kris Davidson (DHS Yearbook Only) Travis Gebing

New Hires 9/20/13-10/3/13:

Name	**Location**	**CERTIFIED Subject**
Matthew Festa	BVMS	Psychologist - 1 yr Interim
Lucille Renjilian	DHS	SPED
Patricia Tracey	RPMS	Math

Lindsay Kamens	DHS	SPED
Jayme Beckham	DHS	.8 English

NON-CERTIFIED - Subject

Sharice Gibson	Pemb	Tutor
Sarra Yandow	RPMS	Literacy Interventionist
Lorinda Davis	Park	Safety Advocate
Carlyn Mueller	BBAC	Grants Writer
Betty Roberson	South St	Literacy Interventionist
Garrett Pagel	Pemb	Safety Advocate
Alishia Esposito	KSI & KSP	Literacy Interventionist
Michele Donaty	MRP	Literacy Interventionist
Christina DeRosa	MRP	Family Resource Center Coordinator
Shannon Henggeler	STR	CRC Enrich. Assoc.
Jennifer Donovan	SHR	CRC Site Facilitator
Diane Smith	RPMS	CRC Enrich. Assoc.
Leonardo Lima	DHS	Safety Advocate
Steffani Carrion	Morris	CRC Enrich. Assoc.
Lesley Aaron	SHR	Tutor
Alex DeBruyn	Ells	CRC Enrich. Assoc.
Stephanie Hardisty	Hayes	CRC Enrich. Assoc.
Maria Thatcher	Morris	.5 Para - Kindergarten
Danielle Gordon-Kiser		Literacy Cadre Substitute
Nan Salamon		Sub Tutor/Para
Melissa Newsome		Sub Teach
Daniel Rocco		Sub Teach
Sharon Murray		Sub Teach
Lynall Best		Sub Sec'y
Michelle Murphy		Sub Sec'y
Victoria Segura		Sub Sec'y
Brenda Pikul		Sub Tutor/Para
Marjorie Acosta		Interpreter/Translator
Celeste Becker		Sub Teach
April Cortez		Sub Teach
Kathy Pickle		Math Cadre Substitute

Motion passed at 7:10 pm.

EMPLOYEE REPRESENTATIVE - None

STUDENT REPRESENTATIVES

DHS Representative, Kathryn Shannon, told the Board Spirit Week went extremely well; our homecoming dance was a huge success with over 300 people attending; we nearly made $1,000 which will be used to help Celebrate My Drive Campaign. We are currently in full force for Celebrate My Drive. As of right now, The Mayor, PTO, State Farm and Microsoft will be sponsoring and helping us out. From October 18-26th, which is when the voting occurs, we will be flooding the community at

the mall, movies, football games and college fair. We have reached out to many DHS Alumni, as well as the Rotary Club, Elks, Danbury Police and Fire Departments, and City Hall. There is a facebook page set up for updates, the link is facebrook.com/dhscelebratemydrive and we also set up a website which can take you directly to the campaign site and that is, votedanbury.com. Interim report cards will be coming home tomorrow. Freshman class elections will be held on Friday, October 18th. The College Fair is Monday, October 21st from 5:30-8:00 at the Danbury Mall. We are looking at doing another campaign after the Celebrate My Drive will focus on school safety. Things are running smoothly at DHS and everyone is doing a great job at wearing their school ID's.

ACE Representatives, Ashley Donahue and Samantha Webb told the Board that the WCSU/ACE mentoring program is well underway. WCSU students are visiting ACE on a regular basis, attending ACE classes and beginning to develop relationships with ACE students. Many students are finding this to be a valuable experience. ACE is accepting visitations for prospective students this week and next. We will be accepting new students at the start of the 2nd quarter. The visitation process has been revised and ACE students have been trained as "hosts" to provide new students with a positive experience. ACE will be hosting a guest speaker, Matthew Ross, a professional motocross racer, who speaks to students nationally about making positive choices and believing in your dreams. We look forward to his presentation in large guidance. ACE students are achieving at a much higher rate this year and are responding well to the Common Core State Standards. Many students are expressing pride in their accomplishments in difficult classes. ACE is happy to welcome Katie Carhart, a psychologist from the Community Health Center, who will be working at ACE 2 days per week to assist students.

PRESENTATION

Danbury High School Accreditation

Gary Bocaccio, together with Dr. Meghan Martins, gave the Board an update on the NEASC Five-Year Progress Report; 60 items were in need of addressing. He told the Board that five years ago when DHS received accreditation, we received accolades of accomplishments and 60 recommendations for improvement that we had to embark on improving over five years. For the five-year report, the school noted that it completed 45 recommendations and the other 15 were in progress. In 2010, the district wrote a two-year follow-up report. The following table provides a view of progress as of the required Two-Year and Five-Year Reports:

	Two-Year Report		Five-Year Report	
	Number	**Percentage**	**Number**	**Percentage**
COMPLETED	21	35%	45	75%
IN PROGRESS	26	43.4%	15	25%
PLANNED FOR THE FUTURE	6	10%	0	0%
REJECTED	0	0%	0	0%
NO ACTION	7	11.6%	0	0%
TOTAL	60		60	

The Committee on Public Secondary Schools, at its June 23, 2013 meeting, voted to accept the Five-Year Progress Report of Danbury High School and to continue the school's accreditation.

A Special Progress Report, due by March 1, 2014, is requested for six items. Please see below for the items in bold and italics:

- ***Report on the completion of the formal curriculum review utilizing a common template.***
- ***Report on the professional development provided and the additional progress made by teachers to utilize essential and guiding questions to increase depth of understanding.***
- ***Provide an update on the implementation of the new teacher evaluation plan including the use of student evaluations.***
- ***Update the Committee on the implementation and funding of the strategic plan for upgrading technology.***
- ***Provide an update on the requests for additional teaching staff especially in world language and science.***
- ***Develop and implement a plan to address the drop-out rate.***

Dr. Martins then told the Board to turn to the Student Support Framework document. She explained that there are three tiers:

Tier l – Universal Supports

Student Tutoring Center	After School Program	Credit Recovery
Parent Portal	School Planners	Discipline Code
Student Success Plans	Advisory	Naviance
Open Enrollment	Student-Led Conferences	Tier 1 Interventions
Common Benchmarks	ePortfolios	Summer Acceleration Program

Tier 2 – Selected Supports

Mandated Referral to STC	Weekly Attendance Letters	Reading Lab
Math Lab	SAR Program	Credit Recovery
	DEAN OF STUDENT SUPPORT	
Home visits	Attendance/Behavior Plans	Assignment Organizers
Student Reflections	Biweekly Progress Meetings	Organizational Planning

Tier 3 Focused Supports

Attendance Review Board		Directed Study Hall
	DEAN OF STUDENT SUPPORT	
Regular Home visits	Recommendation for Counseling Services	Court Referrals

Gladys Cooper said good things come from people who are good leaders. She told Gary over the years that he has shown he was a good leader and he is highly respected. I want to personally say thank you for all your good work.

Dr. Pascarella said it has been a lot of hard work, the changes that had to take place and teachers have done a remarkable job. The school Board has been mindful of the work we are doing in holding everyone accountable and the faculty has really stepped up.

Sandy Steichen asked Gary if she could ask about grading. Mr. Bocaccio said that was cleaned up. It was a very simple fix – it was from current credits to attempted credits. We followed up and sent letters to each student whether they were affected or not, with their data update. Mr. Steichen thanked Mr. Bocaccio and Dr. Martins. They received applause for their presentation.

ACTION ITEMS

DHS field trip to London, Normandy, Paris

MOTION: S. Chilian moved, seconded by E. Alberts that the Board of Education approve the DHS field trip to London, Normandy, Paris, April 11-21, 2014

Motion passed at 7:30 pm.

DHS field trip to China

MOTION: S. Chilian moved, seconded by E. Alberts that the Board of Education approve the DHS field trip to China, April 11-21, 2014

Motion passed at 7:31 pm.

Superintendent's Goals & Objectives

MOTION: S. Chilian moved, seconded by R. Taborsak that the Board of Education approve the Superintendent's Goals and Objectives

Motion passed at 7:32 pm.

SUPERINTENDENT'S REPORT

October 1st Enrollment

Dr. Pascarella said these are the October 1st enrollment numbers. We have given this to the consultant for the redistricting plan. Ms. Steichen asked why did the numbers change from 2012? Dr. Glass said that Head Start was in the count, but now that they have moved out, they are no longer in the count, preschool was taken out. Mr. Hawley ask if a report could be prepared broken down by grade if not for the next Board meeting at least within a month. Dr. Glass said we can certainly give you that information. Ms. Fluskey-Lattin asked if any of the schools are at max. Dr. Glass said as you look through the number of what Richard has asked for you will see which schools have high numbers and what schools are level. Mr. Jannelli made reference to an old Savin report that included capacity of schools. Dr. Glass said when they reach capacity, it is a false positive, they come up with a number which is at max. Ms. Chilian asked how come special education is down 15 students. Dr. Pascarella said the process is ongoing for those students.

Dr. Pascarella told the Board that we are redistricting. We are looking at space again and trying to make a determination for next year. In addition, we are planning to open the academy for 600 students. They are working diligently, being an older school different things are coming up. We have a plan to open in September, but if we can't open it will be due to the change orders. We are a little concerned about the change orders. Ms. Fluskey-Lattin asked if by January he would have a better idea that the school will be open in September. If the parents think their child will be in that school and then find out that it is not going to happen, they need to make other plans. Dr. Pascarella said he doesn't know how to answer it. Mr. Martino said it is not going to a substantial delay; right now everyone is pulling their weight. The Superintendent said if we have to do something we will know in a few weeks. Mr. Molinaro said if it comes to that, they would have to stay in their present school for a few extra weeks.

Self-Insured Health Update
Mr. Martino spoke briefly about self-insurance. We are 15 to 30 days behind. We are $75,000 to the better. We are going to continue to report this every month.

DISCUSSION - None

INFORMATION

Energy efficiency upgrades at Pembroke, Osborne, Beaver Brook
Mr. Martino said we had a Sites and Facilities meeting prior to this meeting. Pembroke was quite high for oil. We are also doing a light review. The current payback on the plan is about 7 years. Honeywell sent the information to CL&P who are doing their own separate analysis. Ms. Molinaro told the Board that she wanted to say publicly that King Street, Stadley and Hayestown have saved $56,000 yearly, so it is working. Those are the CL&P numbers.

College Fair, October 21, 2013, 5:00-8:30 p.m.
Ms. Steichen said that she heard this is the last year for the College Fair, because the person who spearheaded it retired. She asked Dr. Pascarella if he could check up on that. It would be a shame if we didn't have it.

SMARTGOV Initiative Meeting, October 28, 2013, 6:00 p.m.at City Hall
Dr. Pascarella said we will be going to the meeting for orientation.

Magnet School Concept Draft
Dr. Glass said there are three parts to the concept papers and we will continually upgrade them. Collective wisdom, Concept of two Academies, the STEM academy; why Mandarin Chinese and Spanish? The job duties and positions have been posted for some time. Dr. Glass said he wanted to give the Board this Concept Draft tonight so they would have a chance to look it over. He said if they have any questions, he can answer them at a Board meeting.

Technology Grant Update – No report

BOARD CHAIRPERSON'S REPORT

Board Self-Evaluation, November 6th, Nick Caruso, CABE, facilitator
Ms. Steichen passed out envelopes, with no names, to the Board containing the self-evaluation document.

BOARD REPORTS, COMMUNICATIONS AND COMMENTS

Sites and Facilities – Kathy Molinaro, Chairperson
Ms. Molinaro said the Athletic Director is asking for $5,000 for an engineering study for a turf field behind the football field. He has commitments from the community if we go forward. With help from Mr. Martino he can go to the City to see if this is okay. We can take the $5,000 out of the Building Fund. Ms. Steichen asked about the community involvement. Ms. Molinaro said we need to ask permission. But there are community activities that will commit to using the field. Ms. Molinaro said Mr. Palanzo is going to ask the City to replace some roofs.

EXECUTIVE SESSION

MOTION: K. Molinaro moved, seconded by S. Chilian that the Board of Education convene in Executive Session for the purpose of discussing Teacher/Administrator negotiations.

Motion passed at 8:15 pm.

Present: Eileen Alberts, Shirley Chilian, Gladys Cooper, Gary Falkenthal, Richard Hawley, Richard Jannelli, Kathleen Molinaro, Sandy Steichen, Robert Taborsak, Phyllis Tranzillo, Annrose Fluskey-Lattin

Also Present: Drs. Pascarella, Glass, Kim Thompson and Joe Martino

Ms. Steichen called the Executive Session to order at 8:20 pm and turned the meeting over to Kim Thompson. The Board discussed Teacher/Administrator negotiations.

PUBLIC SESSION

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education return to Public Session.

Motion carried at 9:32 pm.

ADJOURNMENT

R. Jannelli moved, seconded by G. Falkenthal that the Board of Education adjourn its October 9, 2013 meeting and the meeting adjourned at 9:40 pm.

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Richard Hawley, Secretary

(meeting was videotaped)