

DANBURY BOARD OF EDUCATION MEETING MINUTES

WEDNESDAY, JUNE 26, 2013- 7:00 P.M.
(Reception for Retirees at 6:30 p.m.)
Administrative Center, 63 Beaver Brook Road

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Retiring teachers, their families and staff were welcomed by the Board members at a reception held prior to the Board meeting.

CALL TO ORDER

The Chairperson, Sandy Steichen, called the meeting to order at 7:02 pm and those assembled recited the Pledge of Allegiance.

ROLL CALL

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

Also in Attendance: Drs. Glass, Pascarella, Ms. Kim Thompson and Mr. Joe Martino from Administration

Absent: Richard Hawley

RECOGNITIONS

2012-2013 CERTIFIED & NON-CERTIFIED RETIREMENTS

Ms. Kim Thompson, Director of Human Resources, read the following names of the retirees that were present this evening; Ms. Steichen presented them with a certificate of appreciation and wished them well in their retirement, while the Board and the Superintendent congratulated each retiree individually for their hard work and contributions to the Danbury Public School System.

*Maryann Arconti, Hayestown**
Celeste Becker, Park Avenue
Lynall Best, BMS
Ramona Brunetti, BMS
Ellen Curran, Western Connection
Linda Kayfus, MREC
Louise LaManna, MREC
Maureen McGarrigal, King Street Primary
Anita Reagan, BMS

Jessie Ballenger, DHS
Nancy Berman, ACE
Ethel Brosz, Morris Street
Joan Burke-Taylor, Hayestown
Barbara Fortunato, Park Avenue
Marie Klein, Stadley Rough
*Elizabeth Malone, Hayestown**
Teresa Potenziani, Ellsworth
Joan Schenker, MREC

The following retirees were not in attendance:

Claudia Anderson, MREC
James Backus, RPMS*
Terry Beninson, BMS
Margie Blansfield, Ellsworth Avenue
Angelina Butera, MREC*
Sandra Carroll, DHS
Casper Cheeks, Park Avenue
Nancy DeMunnick, Hayestown*
Valerie DeRubertis, DHS
Barbara Dylewski, King Street Primary
Mary Fitzpatrick, MREC
Linda Harris, Ellsworth Avenue
Shirley Hill, BMS
George Hocksprung, RPMS*
Anne Kisver, DHS

Valerie Kuzia, MREC
Judith Lee, DHS
Dorothy Lourenco, Shelter Rock*
Debra McCarthy, Mill Ridge Primary
Patricia McShea, King Street Intermediate
Rosa Middleton, DHS*
Rose Moorman, DHS
Sharon Murray, Hayestown
Vonnie Neufeld, Great Plain/Ellsworth
Karen Omasta, DHS
Jose Rodrigues, DHS
Nan Salamon, Great Plain
Joyce Schwetz, DHS*
Esther Scott, Shelter Rock
Susan St. George, DHS

* retired prior to 6/30/13

Mr. Terry Beninson wrote the Board a letter regretting that he could not be at the meeting this evening which Ms. Steichen read to the Board and audience.

Two principals spoke on behalf of their staff that is retiring and personally congratulated them. It was mentioned that the retirees totaled 524 years of service to the Danbury Public Schools.

The Superintendent asked the teachers that were present to please stand up if they have ever been selected as "Teacher of the Year" ... seven teachers in the audience stood up and the Board applauded, while Dr. Glass took a group picture.

PUBLIC PARTICIPATION - None

CONSENT CALENDAR

MOTION - S. Chilian moved, seconded by K. Molinaro that the Board of Education approve the items on the Consent Calendar, as recommended:

MINUTES

Redistricting Committee Meeting	6/5/13
Special Board Meeting (Supt. Evaluation)	6/10/13
Sites & Facilities Committee Meeting	6/11/13
Board Meeting	6/11/13

Ms. Cooper stated that her name was left off a Committee report.

PERSONNEL

Accept Leave of Absence:	Kenneth Keller	Brendan Kennedy
	Dennis Rovnak	Linda Ward

Accept Resignations:	Andrew Hall	Angie Katsetos	John Lussi
Accept Retirements:	Valerie DeRubertis (36 years)	Barbara Fortunato (37 years)	
	Valerie Kuzia (27 years)	Debra McCarthy (17 yrs.6mo.)	
	Jose Rodrigues (35 years)	Esther Scott (34 years)	

New Hires:

38 - Summer Enrichment Program Associates	31 - CRC Sunsational Summer Associates
18 - Secondary Summer School	21 - Title 1 Summer School
3 - Summer IT Help	

Motion carried at 7:24 pm.

EMPLOYEE REPRESENTATIVE – None

STUDENT REPRESENTATIVES

Jessica Pacheco, ACE student representative, told the Board that graduation was very emotional for the students seeing their friends move on to their futures and because one of their teachers, Nancy Berman, is retiring. She brought the Board up to date on the students white water rafting trip; CASP program where Alternative center students pick STARS students that shine in their program; Annual Open Mic was held on June 6th at Hatters Park where we had dinner, powerful poetry and musical performances; and that there are some ACE students participating in a Urban Writing class over the summer that is being taught by a Naugatuck Valley Community College professor. Jessica thanked the Board for letting her speak on behalf of ACE and informing the Board of all the great things that were happening at her school. The Board Chair thanked Jessica for attending all the meetings and keeping them informed on the events at ACE. They wished her well in her future endeavors.

Justin Kenny said he would like to thank the Board for the opportunity to represent Danbury High School. He said they had very successful graduation. He then introduced the new Board of Governors officers - Nick Goetz, President and Najmah James Vice-President both of whom were in the audience. The Secretary is Danielle Biele, and the Treasurer is Kathryn Shannon. He once again thanked the Board and wished them good luck.

PRESENTATION - None

ACTION ITEMS

Ms. Chilian asked the Board if there would be any objections if this evening they combined the May 2013 Operating Results Analysis (General Fund) with the May 2013 Operating Results Analysis (Grants/Projects) – being were no the original motion was amended:

MOTION: S. Chilian moved, seconded by R. Taborsak, that the Board of Education accept May 2013 Operating Results Analysis (General Fund) with the May 2013 Operating Results Analysis (Grants/Projects)

For the month of May 2013, the District expended \$12,145,583, resulting in a fiscal year-to-date expenditure value of \$96,436,417; the FYTD expenditure represents 83.28% of the General Fund

total budget. For the month of May 2013, the District expended \$3,251,096 resulting in a fiscal year-to-date expenditure value of \$16,043,967; the FYTD expenditure represents 71.0% of the Grants budget.

Motion passed at 7:39 pm.

Mr. Jannelli asked the Director of Finance how much he anticipated as a surplus. Mr. Martino said we have a surplus set aside for the self-insurance with the City. Mr. Jannelli said going forward we are constantly talking about technology, expansion in the process, what buildings are left; he responded that wifi will be in five additional elementary schools he was then asked if that completed all the school. His response was no, not all elementary schools. Mr. Jannelli asked why we would give back to the city \$250,000 can't we use those funds to do other things that we have wanted to do in the schools and play catch up. Ms. Chilian stated that maybe the Finance Committee needs to meet and come back to the Board with a proposal. Mr. Jannelli then stated if the funds are available, we should use all the funds. Mr. Taborsak said he believes we are going for a 5 year lease. Since we agreed with the City on these things, how formal are the agreements that say we are going to contribute so much. Dr. Pascarella said we are joining together with the City to save on insurance; we have a gentleman's agreement with them. Mr. Martino said we have already given them \$119,000 for self-insurance. If we had to fully insure it would cost \$650,000.

May 2013 Transfers

MOTION: S. Chilian moved, seconded by E. Alberts that the Board of Education accept the May 2013 transfers

Motion passed at 7:40 pm.

Building Rental Fees 2012-2013

MOTION: S. Chilian moved, seconded by E. Alberts that the Board of Education approve the building rental fees for the 2013-2014 school year

Dr. Pascarella said the prices are the same, but there is an additional fee for security.

Motion passed at 7:41 pm.

Energy Improvements

MOTION: S. Chilian moved, seconded by R. Taborsak that the Board of Education authorize up to \$400,000 for additional energy conservation measures at King Street Primary & Intermediate, Stadley Rough and Hayestown

Motion passed at 7:42 pm.

Mr. Martino said this project qualifies for zero financing with C. L. & P. He then explained other costs savings including LED lighting.

Self-Insurance Reserve

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education authorize the transfer up to \$400,000 into the City of Danbury Self-Insurance Reserve Fund.

Motion passed at 7:45 pm.

Rental Fund Allocation

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education authorize the allocation of funds out of Rental Funds for gym floor replacement at Morris Street & King Street Intermediate; stage curtains at Great Plain; sound equipment at DHS

Motion passed at 7:46 pm.

ECS Grant

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education approve the submission of the ECS Grant expenditures as reflected on the allocation matrix

Motion passed at 7:46 pm.

Dr. Glass told the Board that we need their approval to submit the ECS Grant and then it is reviewed. Several Board members had questions about what these funds are used for, i.e., all day Kindergarten. A discussion took place regarding these funds as well as the Alliance funds.

Alliance District Grant

MOTION: S. Chilian moved, seconded by R. Taborsak that the Board of Education approve the resubmission of the Alliance District Grant for Year 2 funding at a level of \$1.7 million

Motion passed at 8:01 pm.

Dr. Glass mentioned that we got very good news today and distributed a report which he told the Board you can read at your leisure. We will be presenting this tomorrow. This sets the stage for the resubmission – we are asking that you allow us to submit it to the State. We will modify it again and then bring it back to the Board for approval – we should have that information back to you by the end of August.

Ms. Steichen asked if they have any audit tools. Dr. Glass then showed them a multi page matrix document.

Technology Financing

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education authorize a 5-year lease/purchase for technology items in the amount of \$750,000.

Motion passed at 8:11 pm.

Dr. Pascarella said over time we have 2, 3 plans. He then turned it over to Mr. Martino who told the Board that this is the first phase. On Tuesday night the City will approve it after the Board approves it tonight. The Superintendent then said that Mr. Martino has purchased a lot of technology and the Board needs to support and also we need more conversations about technology. Ms. Chilian asked about the new core and if the students will have a computer to take a test – will we be there? Mr. Martino stated that for the middle schools, we will be there. 125 students will have individual equipment. Ms. Molinaro asked regarding the wireless cart, whether or not a student can bring in their own equipment. He stated that we need to finish the wireless in the elementary schools. Ms. Fluskey-Lattin wanted to know if each child needs headsets and microphones. Mr. Martino said we have been buying head phones. A discuss ensued about how many students in a cluster and how many clusters in the middle schools as well as how many students in each middle school. The response was that 125 students can take a test on a computer at the same time.

Teacher Evaluation Plan

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education approve the Teacher Evaluation Plan and the companion Professional Development Plan for implementation during 2013-14 school year

Ms. Chilian said she does not understand the coupling; how does the administrator plan fit in as a companion to this plan. Dr. Glass stated that we gave the Board a document, effective July 2013. Ms. Chilian in which of these categories does that come about. Dr. Glass stated that we are spending money in professional development and I will speak to both plans – the State has approved fully of both plans. There is money to drive the companion piece put aside for professional development. We had to pull from different funding sources. The new teacher evaluation plan requires training in the Marzano Plan. The professional development that the State liked was the coaches for the savings training. Ms. Steichen asked how are you going to compensate the coaches and department heads? Dr. Glass said any teacher that does an after school program gets a stipend amount that comes out of our General Fund. Department heads get a one lump sum dollar amount. The Superintendent said not many plans have been approved and I am happy how this plan was done. He thanked Dr. Glass for a phenomenal job.

Motion passed at 8:19 pm.

Administrator Evaluation Plan

MOTION: S. Chilian moved, seconded by E. Alberts that the Board of Education approve the Administrator Evaluation Plan and the companion Professional Development Plan for implementation during 2013-14 school year.

Motion passed at 8:20 pm.

SUPERINTENDENT'S REPORT

Staffing Update

Dr. Pascarella asked Kim Thompson to give the Board an update on staff. Ms. Thompson said there are 29 retirements of certified staff and they continue to come in; it is double from last year. We are up to 48 retirements. We processed 111 hires for the additional summer program. For 2013 staff we are probably one-third away for certified staff. There is an additional administrative burden on the climate survey – that involved a student survey. Paras and tutors Head Start staff layoff is a full day agenda for tomorrow. Everyone who works for Head Start does have a job in the Danbury Public School system if they accept the assignments. I have been working closely with our staff so that everyone has an appropriate slot; we have 4 slots left over. We received notice from the State that we are 100% in compliance for certified staff. Ms. Thompson said we are not looking at teacher layoffs or moving teachers from school to school. Mr. Martino said to give you a Medicaid report we got word we will be getting \$325,000 as we ran low in prior years also we are going to make nurses whole and Nurses Director a full time position.

End of year expenditures

Mr. Martino told the Board that for the end of year purchases, our biggest cost was security in the amount of \$518,000 which included security upgrades at schools. On technology, we did order the wireless for the 5 elementary schools; we also made a purchase of common core 6 and 8 literacy materials; major area mobile carts, walls at Pembroke, additional desks throughout the district, text books for the math program. Ms. Molinaro asked if the safety audit was done yet, he responded not yet but we should have it in draft form.

State Assessment Update

Dr. Pascarella said that all states are going to have an option on double testing. Mr. Duncan came out that double testing may not been a good idea and the State agreed with him. Danbury was bound with 20% of the population for common core. Our curriculum is based on common core. If we focus on CMT's we will never be where we want to be and will not do us much good. We could be in a position to apply in the program for single testing on common core. It would make teachers and principals feel more comfortable. The new time nor is that they are going to de-couple. The Superintendent said he would consider doing it in Danbury. We will have to apply for the school district. It would not be tied to our teachers. Connecticut can apply for it – the waiver is only a one way waiver. All this happened last Friday.

High School/Middle School Promotion Ceremonies

The Chairperson said we attended the promotions. Dr. Pascarella said the commencement at the high school was exemplary. On Friday we had a moving up ceremony for the middle schools at the high school, which went over very well. The feedback was very good from the principals.

OCR/Athletics

The Superintendent said Chip Salvestrini sent a letter to the Western Connecticut Superintendents' Association asking for a September 18th meeting to brainstorm ways to expand programs available to students with disabilities. There are new guidelines from the U. S. Department of Education's Office of Civil Rights which clarifies a school district's obligation to provide equal access to extracurricular athletic activities for students with disabilities.

DPS Early Childhood Center Update (Sacred Heart)

Ms. Thompson told the Board that she thinks we have a lease in place now for Sacred Heart School where our preschool will be going. Dr. Pascarella said we may need more space but we have to wait until August for mobility. If the numbers are up there we will have to add teachers.

DISCUSSION

Danbury Alliance School Visit

Dr. Glass spoke briefly about the Alliance School Visit and said it was a successful visit. Ms. Fluskey-Lattin asked if the document could be shared on the website, he responded that it could be. He then went through the State's comments about our school district. It was said that Eileen FitzGerald could write in the newspaper about the visit as well as it being on the website.

Hiring School Principal/Assistant Principal Update

Dr. Pascarella said he did some research on recruitment to match candidates with our district needs. We need to educate the Hiring Committees. If we had a lead way of 6-7 months it would be ideal, but people seem to make the decision in April and then the summer comes and there we are when school starts without a replacement. We did hire a consultant to help us to ferret through this; what do we do and what are the next steps. We look every day for candidates. I spoke to the staff at Hayestown to bring them update them about the rumors and they were very appreciative. I think have to put an interim in; I am leaning that way for the High School Assistant Principal and the elementary principal positions. It would be better if it took some time to interview groups. We might be better to start in January than to do that right now. That is the advice we got yesterday. I am not seeing quality in the candidates that were interviewed. Mr. Falkenthal asked if we have moved teaching positions up from teachers to principals. What is the process to promote teachers to principals? Dr. Pascarella said if they have the needed administrative experience they could put their name in to be screened. Mr. Falkenthal then asked if anyone had showed any interest. The Superintendent responded the way that we are structured only one showed interest but that person took another offer. Mr. Taborsak asked about the Interim Program that Dr. Glass said was put on hold; he was wondering if it should be taken off hold now. All the people we have in our system we would be able to fill a number of positions. We need to reinstate the program and it would be great for morale. I would like the Cabinet to reconsider on getting back on board with this. Dr. Glass asked if he could qualify the program; he then listed all the people that were Aspirants and stated that we stopped at their request because there was no more vacancies and no one was retiring. Ms. Fluskey-Lattin stated that it bothers her that we cannot fill these positions. You have one position and 800 applicants and I cannot believe you cannot fill these positions. Dr. Pascarella said it is the process; they are not getting through the subcommittees. It is the screening and the structure process. He said there are people out there but the Board needs to look at the process. Ms. Fluskey-Lattin said let's look at that. Maybe bring about this program again to build someone internally. I am sure there is interest in our districts. Dr. Glass responded that we thought there were very good applicants, they did not get to us. If we open the Aspirants Program there is no guarantee there will be a job for them. Ms. Steichen said the process needs to be revamped. The procedure did not write the questions – where is the disconnect? Dr. Glass said most schools use the same questions – there is nothing tricky about this. Dr. Pascarella said if there were pros and cons we could check it out. Ms. Steichen said the Procedure Committee needs to meet over the summer and see how we can improve on this and reach a collaborate effort. The Superintendent said the Policy Committee needs to talk about it. He then stated that he does not

have anyone in mind for the interim positions. Ms. Tranzillo said she served on the selection committee and asked if the committee wants to meet first. Ms. Steichen said let the Policy Committee convene and anyone can go.

INFORMATION

There was no discussion on the following items as they were on the agenda for information:

Guidelines for Redistricting
Summer Leadership Institute
Professional Development Calendar
CCJEF Update
Aldrich Museum Liaisons

BOARD CHAIRPERSON'S REPORT

BOARD REPORTS, COMMUNICATIONS AND COMMENTS - None

Board took a recess

EXECUTIVE SESSION

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education convene in Executive Session for the purpose of discussing the Superintendent's Evaluation and the salary/contract negotiations for the Superintendent, Deputy Superintendent, Director of Human Resources Director of Finance and exempt staff, with possible action in public session.

Motion carried at 9:30 pm.

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

Absent: Richard Hawley

A discussion ensued about the motions as written on the agenda and the Board's decision was to amend the motions.

PUBLIC SESSION

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

Motion carried at 11:15 pm.

PUBLIC SESSION

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education extend the Superintendent's contract by one year to encompass school year 2015-2016.

In favor: E. Alberts, G. Cooper, G. Falkenthal, A. Fluskey-Lattin, R. Jannelli, K. Molinaro, R. Taborsak

Opposed: S. Chilian, S. Steichen

Abstain: P. Tranzillo

Motion passed at 11:16 pm.

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education approve a salary increase for the Superintendent commensurate with the general wage increase percent negotiated with the teachers for the 2013-2014 school year.

In favor: E. Alberts, G. Cooper, R. Jannelli, K. Molinaro, R. Taborsak

Opposed: S. Chilian, G. Falkenthal, A. Fluskey-Lattin, S. Steichen, P. Tranzillo

The motion was tabled at 11:18 pm.

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education extend the contract of the Deputy Superintendent, the Director of Human Resources and the Director of Finance by one year to encompass school year 2015-2016

In favor: E. Alberts, G. Cooper, G. Falkenthal, K. Molinaro, A. Fluskey-Lattin, R. Jannelli, R. Taborsak

Opposed: S. Chilian, S. Steichen

Abstain: P. Tranzillo

Motion passed at 11:20 pm.

MOTION S. Chilian moved, seconded by K. Molinaro that the Board of Education approve salary increases for the for the Deputy Superintendent, the Director of Human Resources and Director of Finance commensurate with the general wage increase percent negotiated with the teachers for school year 2013-2014

In favor: E. Alberts, G. Cooper, R. Jannelli, K. Molinaro, R. Taborsak

Opposed: S. Chilian, Gary Falkenthal, P. Tranzillo, S. Steichen

Abstain: A. Fluskey-Lattin

Motion passed at 11:22 pm.

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education table the discussion of the ancillary contractual benefits for the Deputy Superintendent, the Director of Human Resources and the Director of Finance until the next Board of Education meeting

In favor: E. Alberts, S. Chilian, G. Falkenthal, K. Molinaro, S. Steichen, P. Tranzillo, A. Fluskey-Lattin

Opposed: G. Cooper, R. Jannelli, R. Taborsak

The motion was tabled at 11:24 pm.

MOTION: S. Chilian moved, seconded by K. Molinaro that the Board of Education table the discussion of salary increases for the exempt staff until the next Board of Education meeting.

In favor: E. Alberts, S. Chilian, G. Falkenthal, K. Molinaro, S. Steichen, A. Fluskey-Lattin, P. Tranzillo

Opposed: G. Cooper, R. Jannelli, R. Taborsak

The motion was tabled at 11:26 pm.

ADJOURNMENT

S. Chilian moved, seconded by K. Molinaro that the Board of Education adjourn its June 26, 2013 Board Meeting and the meeting adjourned at 11:30 pm.

Shirley Chilian, Acting, Secretary