DERBY BOARD OF EDUCATION  
Special Meeting Minutes  
Derby Middle School  
10 Nutmeg Avenue, Derby, CT 06418  
6:30 p.m.  
Thursday, March 13, 2014

I. CALL TO ORDER  
A. Opening Ceremonies  
B. Roll Call  
Present were Mr. Marcucio, Ms. Harris, Mr. Stadt, Ms. Robinson, Ms. O’Hara, Mr. Kurtyka, Mr. Gildea and Mr. Drezek. Mr. Mancini was absent.  
C. Additions or deletions to the agenda  
No alterations to agenda were made.

II. PUBLIC PARTICIPATION  
No one from the public spoke.

III. STUDENT REPRESENTATIVE  
Ms. Garrity advised the Board that the high school had their course selection and the Human Relations Club had their 4th grade anti-bullying program in Derby and Ansonia. The United Way and Volunteer counsel met to plan upcoming events and the All City Band and Chorus concert was held.

IV. ENERGY MANAGEMENT PROGRAM – TURTLE & HUGHES  
A representative from Turtle & Hughes was in attendance to answer questions regarding possible energy savings. The company provided the results of an audit they conducted at all the Derby schools. The Board was told that the utility company would buy down on the project cost by 35-45%. They also provide a 0% loan. The remaining balance is added to the monthly bill; therefore, no capital funds are needed. The estimated project loan for the middle school would be $157,866. Which results in an estimated annual savings of $52,000. The high schools loan would be $127,025 with an annual savings of $39,523.00.

Mr. Gildea motioned to send this information / project to the Building Committee, Mr. Drezek seconded and the motion carried.

V. CHAIRMAN’S REPORT  
There was no report to discuss.
VI. SUPERINTENDENT’S REPORT
April 1st is the BOE budget presentation and the Committee of the Whole meeting. Therefore, the Committee of the Whole meeting will be moved to March 31st at 6:30 PM.

Superintendent Conway updated the board on the new NWEA testing at DHS and they completed CAPT and CMT science testing. He conducted planning meetings to discuss possible digital curriculum for DHS students.

PBIS training was conducted in each school and they are working on additional imbedded training for teachers. Imbedded training for paraprofessionals has been scheduled through SERC.

Operations: He attended roof committee meetings and continued researching server solutions. The computer labs were outfitted with the new Lenovo laptops and the two new labs at DHS and DMS were created. The Sprint CNS agreement was forwarded to the attorney for review.

Culture and Climate: They are continuing to address illegal residency issues and Superintendent Conway attended a presentation with Everyday Democracy hosted by DECC.

VII. CULTURE & CLIMATE COMMITTEE REPORT
The committee discussed creating a diversity welcome sign and is continuing to work on marketing. The school Facebook page is on hold.

VIII. ADMINISTRATOR’S REPORTS

Mr. Ciccarini – Mayor Dugatto visited the kindergarten class to speak about dental care. Bradley hosted an Olympics Winter Fun Fair. The first grade field trip was held at Eli Whitney Museum. A Derby Police Department officer and K9 met with the 3rd grade students.

Mrs. Olson – Weekly newsletters for each grade are now being forwarded to parents. They are also posted on the website. She also updated the Board on the Saturday Academy.

Mr. Morrissey – The Board was forwarded a presentation regarding discipline at DMS. The behavioral expectation chart and disciplinary referral form have been aligned with the high school.

Mr. Gaillard – The 8th grade parent presentation was held and the 8th graders met about course selection.

Ms. Artaiz and Mrs. Sheridan – Updated the Board on the status of the special education students.

Mr. Nardone – The Board was forwarded a proposal of $14,000 annually for lawn maintenance at all the schools. He is hoping to receive more proposals soon. He advised the Board that the surveillance projects will hopefully be completed within the next two weeks. The elevator at the high school is not functioning and will cost approximately $60,000. He will be going to capital to seek funds for the repair.

Mr. Bundy – A help desk system was implemented. A tape backup drive was installed since there was no tape backup for most of the servers. Additionally, most of the servers throughout the district have been upgraded. The Microsoft site license has also been updated. A security audit was also conducted and several issues were corrected.
IX. APPROVAL OF MINUTES
A motion to approve the minutes for 1/16/14, 1/17/14, 1/24/14, 2/4/14, 2/6/14, and 2/20/14 was made by Ms. Harris, seconded by Mr. Gildea and carried with all in favor.

X. K-3 LITERACY PROGRAM
Dr. Chambers advised the Board that the district received approval to include both schools in the $38,000 K-3 Literacy Program grant they were awarded.

XII. DHS CHEERLEADERS OUT OF STATE FIELD TRIP APPROVAL
Ms. Harris motioned that the Board of Education approve the out of state field trip request for the DHS Cheerleaders to attend Regionals in Massachusetts on March 22, 2014, as recommended by the Superintendent of Schools. Ms. Robinson seconded. After a brief discussion the motion carried.

XIII. ADOPT 2014-2015 DISTRICT CALENDAR
Ms. Harris motioned that the Board of Education approves the 2014-2015 District Calendar as recommended by the Superintendent of Schools. Mr. Stadt seconded and the motion carried. Ms. Harris amended her motion to add February 13th as a regular school day and June 10th will be the last day of school. Mr. Stadt seconded the amendment.

XIV. ROOF REPLACEMENT PROJECTS
Ms. Harris motioned that the Board of Education approve the plans and specifications for the roof replacements as recommended by the Superintendent of Schools. Mr. Kurtyka seconded.

After a brief discussion, Ms. Harris amended her motion to include the State Project Numbers: TMP-037 DVKV Bradley School, TMP-037 VDN Irving School, and TMP-037 NLCM Derby High School, all of which were dated February 28, 2014. Mr. Kurtyka seconded the amended motion and it carried.

XV. FINANCIAL REPORT
Ms. Harris motioned that the Board of Education approve the Financial Report for the period ending February 28, 2014, as recommended by the Assistant Superintendent. Ms. Robinson seconded and the motion carried.

The Board discussed the 2014-2015 Budget.

XVI. EXECUTIVE SESSION
Ms. Harris motioned to enter Executive Session at 9:44 PM for discussion of personnel matters and an Early Retirement Proposal, and that Superintendent of Schools, Dr. Conway, be invited to attend. Mr. Kurtyka seconded and the motion carried.

XVII. PERSONNEL
Ms. Harris motioned that the Board of Education approve the appointment list as recommended by the Superintendent of Schools. Mr. Stadt seconded and the motion carried.

XVIII. RESIGNATION
Ms. Harris motioned that the Board of Education accept the resignation of the tutor at Irving School with best wishes as recommended by the Superintendent of Schools. Mr. Stadt seconded and the motion carried.
Ms. Harris motioned to accept the tentative agreement dated February 3rd with nurses and paraprofessionals which include recommendations by superintendent. Mr. Stadt seconded and the motion carried.

XIX. ADJOURN
Ms. Harris motioned to adjourn at 11:04 PM. Mr. Kurtyka seconded and the motion carried.

Respectfully submitted,

Terri Kuskowski
Recording Secretary

These minutes are subject to the Board’s approval at their next scheduled meeting.