DERBY BOARD OF EDUCATION  
Regular Meeting Minutes  
Derby Middle School  
10 Nutmeg Avenue, Derby, CT 06418  
6:30 p.m.  
January 16, 2014

I. CALL TO ORDER  
The meeting was called to order at 6:40 PM.

A. Opening Ceremonies

B. Roll Call  
Present were Mr. Marcucio, Ms. Harris, Ms. O’Hara, Mr. Stadt, Ms. Robinson, Mr. Kurtyka, Mr. Drezek, and Mr. Gildea. Mr. Mancini was absent.

Mr. Stadt motioned to add Technology Update as item 19. Mr. Gildea seconded and the motion carried.

II. PUBLIC PARTICIPATION  
There was no one from the public who wished to speak.

III. STUDENT RECOGNITION: CAS Youth Leadership Summit

Dr. Chambers recognized several Derby students for their attendance at a CAS Youth Leadership Summit at Trinity College. Dr. Chambers said that these students were state level representatives for the district. Dr. Chambers presented awards to the following students:

Hope Zajkowski – 7th Grade  
Javier Varas – 7th Grade  
Anthony Lorfino – 6th Grade  
Annaly Khanthaphixay – 6th Grade  
Josh Dana – 8th Grade  
Angelica Sampson – 7th Grade

Angelica Sampson – Stated that she was glad to be chosen to go to Trinity College. She had a really good time and got to meet new people and new teachers. She also stated that they got to communicate and participate with other members to do different activities. It wasn’t just sitting and listening to people talk to you.

Suzanne Sisson, a 7th grade math teacher was also recognized for volunteering to assist the students with this summit.
Dr. Conway thanked Dr. Chambers for bringing this opportunity to our attention.

IV. STUDENT REPRESENTATIVE
The student representative was not in attendance.

V. CHAIRMAN’S REPORT
Mr. Marcucio stated that they are continuing to work out glitches with Google Drive. They are also trying to standardize the committee meetings so that they are at the same day and time every month.

VI. SUPERINTENDENT’S REPORT
Academics:
- Dr. Conway stated that at a Department of Education meeting with approximately 30 other districts the district received recognition from SDE for having the 3rd largest increase in DPI across the entire state.
- Irving School has changed from a focus school to a review school.
- They continued with Journey’s training for K-5 teachers.
- They have contracted with NWEA MAP assessment.
- Training was provided to the teachers for the NWEA MAP assessment program and Inform.

Operations:
- Dr. Conway met with Sprint and E-Rate regarding the laptop program. They will be meeting again on Friday to review the plan. According to E-rate, the district is two students away from receiving 90% funding.
- He advised the Board that they have a new five year contract for the VOIP system. This system is E-Rateable as well. They will have an approximate savings of $1,000 a month and a $3,000 per month savings for the federal government. The are 395 phones and they were paying $60 per phone under the old contract.
- The bid for the CCTV system, Milestone, was awarded and a contract signed. Cameras will be installed throughout all four schools. Specific personnel will have access to view these cameras at the central office. The police department will be connected to it as well. The CCTV system was funded through a grant received from the State of Connecticut.

Culture and Climate:
- PBIS training is continuing.
- Climate surveys were also administered to parents, teachers and students.
- They are continuing to work on illegal resident issues.
- The Human Relations Club held an event at the Senior Center.

VII. ACADEMICS COMMITTEE REPORT
No report was available.

VIII. CULTURE & CLIMATE COMMITTEE REPORT
Ms. Harris stated that a new parent has joined the committee. Dr. Conway forwarded the results from the guidance survey. A good percent of students did not complete the survey due to a data entry issue causing some students to not receive notification of the survey. The survey is being reopened for another week for those students. Dr. Chambers attended the meeting and discussed her efforts on marketing Derby schools. She was able to secured free school designs for a banner. The designs will be discussed at the next meeting to be held on Monday, February 20th.

IX. OPERATIONS COMMITTEE REPORT
Mr. Mancini was absent. The next meeting will be on the 27th at 6:00 PM.
X. ADMINISTRATORS REPORTS
Mr. Ciccarini – Absent

Mrs. Olson – She stated that the attendance rate has been a challenge for Pre-K and K. The average attendance rate is 95%. While this number sounds good, it means that on average every student is missing 11 days of school. They are also having issues with tardiness or students being picked up early. An Attendance Committee was formed to work on this issue. Some students’ attendance was improved simply by adjusting the bus stop. 17 students have improved greatly since last year. This issue is important because there is a correlation between elementary school absences and dropout rates in later years. They are trying to engage students on this issue and are running a poster contest that encourages regular school attendance. The winners will be announced at the Community Relations meeting on February 5th. The state policy currently allows for 10 absences. After that, absences become unexcused unless there are extenuating circumstances. Once a student has had 10 unexcused absences it becomes an issue as to whether or not the student will be retained.

Mr. Morrissey – Advised the Board of a staff meeting was held yesterday which included several teachers who represent different committees.

Mr. Gaillard -- Advised the Board that the modified block schedule is working out well and the teachers are working really hard on using the Teachscape tool.

Ms. Artaiz and Mrs. Sheridan -- They are continuing to grow the capacity of the teachers to help keep students in the district. They have two more students expected to enroll at Irving. All teachers will be attending training to be able to write functional behavior reports so they no longer need to be outsourced.

Mr. Nardone – Major security upgrades are in process. The roof project will be completed over the summer. Pricing for school grounds maintenance was approximately $25,000. Lawn service takes about 2-3 hours and costs approximately $400 per cut; 26 times a year. The Board discussed options for maintenance. Dr. Conway stated he has a meeting with Public Works and will bring it up. Mr. Marcuccio requested that Mr. Nardone forward Dr. Conway the bids that he received. Mr. Stahl asked about the status of the BOE roof top unit. Mr. Nardone said they are awaiting a capital planning meeting for a purchase order. Mr. Drezek asked about who is responsible for managing school grounds during inclement weather. Mr. Nardone stated that they are responsible for about 80% of the snow plowing/clearing. The city helps with the main road areas.

XI. APPROVAL OF MINUTES
Motion: That the Board of Education approves the minutes from the following meetings:

Special Meeting – December 11, 2013

Tabled for next month.

XII. PERMISSION FOR USE OF FACILITIES
The board discussed Chris D’Amato’s (co-owner of Pulse Wrestling) request to use the Derby High School gym to book a show on Saturday, March 22, 2014. Dr. Conway asked if this is the type of event the Board would like to support at the high school. The Board discussed the pros and cons to having an event like this.

Ms. Harris motioned to deny Chris D’Amato’s (co-owner of Pulse Wrestling) request to use the Derby High School gym to book a show on Saturday, March 22, 2014. Ms. Robinson seconded. All members were opposed to his request and the motion carried.

XIII. DHS/DMS ELECTRONIC SIGN
Dr. Conway advised the Board that he made a request to the Board of Aldermen to allow only Derby High School/Derby Middle School to have an electronic sign at the driveway entrance. Zoning regulations do not
allow electronic signs at all in Derby. The Aldermen approved the language and design parameters. Dr. Conway showed the Board some of the designs they were considering. The BOE agreed on a design and it will be brought back to the Building Committee for final approval.

XIV. TRAVEL APPROVAL
Ms. Harris motioned to approve the request for Mrs. Harrington’s grades 10-12 Italian class to travel to Italy from April 16-24, 2014. Mr. Gildea seconded and the motion carried with all in favor.

Mr. Marcucio had concerns regarding the travel policy and stated that the Policy Committee will be reviewing it.

XV. UPDATE 2013-2014 DISTRICT CALENDAR
Dr. Conway updated the Board that they have used 3 snow days and those days have been added to the end of the year. Last year there were 6 days missed and Dr. Conway forwarded a survey to the parents to see if they would like the days added to the end of June or during April vacation. Dr. Conway asked the Board if they would like to use the same process should the days off increase. The Board agreed.

XVI. REVIEW OF PROPOSED 2014-2015 DISTRICT CALENDAR
Dr. Conway forwarded the Board the proposed district calendar. There will be 183 days for the upcoming school year as well. A regional school calendar is being discussed by the State. The language they are suggesting meets the district’s needs but is still in the review process.

XVII. FINANCIAL REPORT
Dr. Chambers reviewed the financial report. Ms. Harris motioned that the Board of Education approve the Financial Report for the period ending December 31, 2013, as recommended by the Assistant Superintendent. Mr. Kurtyka seconded and the motion carried with all in favor.

XIX. TECHNOLOGY
Dr. Conway updated the Board that he has attended several meeting with Sprint and E-Rate regarding the laptop program. If the district E-Rate funding changes and the district begins to incur fees, Sprint and E-Rate will allow the district to terminate the three year contract. The contract, if signed, would go into effect September 2014. Dr. Conway would like to forward the parents a survey to see if they would be willing to contribute $50 per year to cover the 24x7 wireless access for the laptops.

XVIII. EXECUTIVE SESSION
Ms. Harris motioned that the Board of Education enter into executive session for discussion of personnel matters and non-affiliated staff salary increases and that Superintendent Dr. Conway be invited to attend. Mr. Stadt seconded and the motion carried at 9:03 PM.

Ms. Harris motioned to return to public session at 10:23 PM. Mr. Stadt seconded and the motion carried with all in favor.

XIX. PERSONNEL
Ms. Harris motioned that the Board of Education approve the appointment list as recommended by the Superintendent of Schools. Mr. Drezek seconded and the motion carried with all in favor.

XX. CHILD REARING LEAVE EXTENSION
Ms. Harris motioned that the Board of Education approve the extension of a child rearing leave request as recommended by the Superintendent of Schools. Ms. Robinson seconded and the motion carried with all in favor.

XXI. RESIGNATION
Ms. Harris motioned that the Board of Education accept a resignation as recommended by the Superintendent of Schools. Mr. Kurtyka seconded and the motion carried with all in favor.

XVIII. ADJOURN
Ms. Harris motioned to adjourn at 10:25 PM. Mr. Stadt seconded and the motion carried.

Respectfully submitted,

[Signature]

Terri Kuskowski
Recording Secretary

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