DERBY BOARD OF EDUCATION
Meeting Minutes
Derby Middle School
10 Nutmeg Avenue, Derby, CT 06418
6:30 p.m.
12 NOV 13

I. CALL TO ORDER
A. Opening Ceremonies
Meeting was called to order at 6:33 PM

B. Roll Call
Mr. Marcucio, Mr. Mancini, Ms. Kreiger, Ms. D’Onofrio, Mr. Kurtyka, Ms. O’Hara, and Ms. Robinson were present. Ms. Harris arrived at 6:45 and Ms. Bottone was absent.

The agenda schedule was altered to allow the students recognized under agenda item V.CPRRS OF DERBY MIDDLE SCHOOL to leave early and not have to stay for the entire meeting.

III. STUDENT REPRESENTATIVE
There was no student representative in attendance.

V. THE CPRRS OF DERBY MIDDLE SCHOOL
Dr. Conway discussed a recent visit to the Derby Middle School. While he was at DMS, Principal Morrissey was in the middle of calling down students to recognize them for their work and effort in identifying and providing arts work and defining the CPRR’S for the DMS which is going to become the motto for the school moving forward and what drives teachers and student to success. Dr. Conway thought it was a great opportunity to recognize the hard work of these students in front of the Board. This is something that is going to be a long standing mark on the school. Mr. Morrissey, through his leadership, has already begun the process of putting that footprint on the walls of the Derby Middle School thanks to the innovative thoughts and contributions of the students being recognized tonight. Dr. Conway then invited Mr. Morrissey to speak.

Mr. Morrissey thanked Mr. Conway for the kind words, but stated that it really was the staff of the middle school and the leadership team committees that got together and decided that they would like to promote some characteristics this year. They created a survey that was sent out to the entire staff and the staff rated the items on what they thought were the more important ones to start with this year. They came up with citizenship, pride, responsibly, respect, and success. The teachers were playing around with the letters and came up with CPRR’S. It was presented to the 6, 7, & 8th grader at assemblies and the students were challenged to come up with a logo that could be used to promote the CPRR’S. Then the teachers, in their own classrooms, challenged the students to come up with their own definitions. So while this was the idea of a group of dedicated teachers, it was really driven by the students. On Thursday, with the collaborative
effort of Mrs. Bollack from across the street, the art teacher who is here part time, and a group of committee
teachers, finalists were selected. Mr. Morrissey showed the Board the final product which is a graduation
cap with each of the characteristic listed within the borders. Two students came up with the definitions. Mr.
Morrissey stated that the three students being recognized are all sixth graders so they have a vested interest
in this and will be here for the next three years. The three students and their parents were invited to the
Board meeting to be recognized for their involvement.

Mr. Morrissey then presented Alexis Enjem, the logo creator, with a gift certificate to Barnes and Nobles.
Mr. Morrissey asked her why she selected a cap as the logo. She stated that citizenship, pride, responsibly,
and respect leads to success. “Success means that you graduate from high school and college and move on
to your career and job and you succeed”.

Mr. Morrissey introduced the students who defined these characteristics. Christopher Morales, who stated
he was inspired by receiving a certificate from the mayor for community work he did with his father.
Arthur Newberg said he used his creativity to come up with the definitions.

Mr. Morrissey then thanked the students and parents.

II. PUBLIC PORTION – DISCUSSION AND ACTION
No one from the public spoke.

IV. RECOGNITION
Dr. Conway announced that on November 15th the Board of Education will receive the Connecticut
Association of Boards of Education’s Leadership Award for this year. He then read the press release to the
Board. 28 of the 34 requirements were fulfilled. A number of items recognized in the next level award,
Distinguished Award, were fulfilled as well. If the BOE reaches the goal of fulfilling this award for two
years, they will be eligible for the distinguished level award. This is the first time the Derby BOE has been
recognized for this award. Dr. Conway and Mr. Marcucio will be attending the convention on the 15th to
accept the award.

Dr. Conway recognized Kimberly Kreiger for all her time and hard work that she put in over the last 12
years. Dr. Conway also announced that she will be leaving the Board of Education, but will still be involved
in several sub-committees. Dr. Conway read a citation from the General Assembly, Senator Crisco, and

Mr. Marcucio thanked Ms. Kreiger and presented her with a plaque from the Derby Board of Education
thanking her for her dedication.

Mr. Conway advised the Board that Ms. Kreiger will also be recognized by the Connecticut Association of
Boards of Education for having over 10 years of commitment as a board member. She will be recognized at
the convention.

Mr. Conway and Mr. Marcucio recognized and thanked Ms. D’Onofrio and Ms. Bottone who will be
leaving the board as well.

A short recess was taken.

The meeting reopened and Mr. Marcucio announced that the following items would not be addressed:
VI. Executive Session, VII. Public Session, and VIII. Appointments.
IX. CHAIRMAN'S REPORT
There was no report discussed.

X. SUPERINTENDENT'S REPORT
Dr. Conway told the board that he met with multiple assessment providers to determine a common assessment tools. For the 9-12 level, they will be moving forward with I-Ready for diagnostic assessments. He also advised the board that Journey’s provided professional development this month for the new reading and writing curriculum for the K-5 level. He meet with several organizations and attended ACES curriculum council meetings to review professional development for November. Dr. Conway was inducted into the Connecticut Center for School Change superintendent network this past month. This network consists of 16 superintendents across the state.

Dave Nardone upgraded school security at all entrances to the schools. A license must be presented and it is scanned and entered into a database which will flag any person trying to enter that shouldn’t be allowed in. Every person entering the building has to go through this same process at each school every time they enter. Badges are printed upon entering and these badges will state which part of the building they are allowed to be in as well.

He told the Board that the wireless installation has been completed at all four schools and the central office. They will also be moving forward with several other technology upgrades.

He attended the house task force meetings to take a look at the city’s transient population.

He was elected to PCRC Board of Directors.

XI. ADMINISTRATORS REPORTS
Mr. Conway stated that there is a new format for this section. The administrators uploaded their reports and will only be presenting a highlight of another school instead of their own. This is to keep administrators connected to each other so they are aware of what is going on in other district schools and not just their own.

Mr. Ciccarini presented for Mr. Morrissey. He reported that under the area of culture and climate, administrators and staff have continued to participate in workshops offered through SERC, ACES, and LEAD to implement best teaching practices to successfully identify and utilize strategies and interventions to promote positive school climate and offer additional support and strategies for all students.

Mrs. Olson presented for Derby High School. He brought in a nationally recognized consultant, Pam Robins, to work with his teachers. Ms. Robins is recognized internationally for her work with leadership in professional learning communities, organizational change, and implications for quality teaching. They worked on thinking inside the block schedule and how to keep kids engaged for 98 minutes and making it meaningful so they don’t tune out after a period of time.

Mr. Gaillard presented for Irving School. Ms. Olson brought in a group that demonstrates Afro-Brazilian art, music, and dance. It was not only a fun and interactive learning experience, but it also emphasized cultural diversity.

Dr. Conway said that each principal has completed both levels of proficiency testing for the Danielson framework for teaching. Teachscape is the platform that Danielson is loaded on for proficiency testing. This was a very difficult and time consuming process so he thanked all the administrators for their efforts.

Mr. Ciccarini presented for himself because Mr. Morrissey was not in attendance due to parent teacher conferences. He stated that on November 8th the school hosted a parent visitation day between 9:00 – 10:00.
This was in celebration of the upcoming American Education Week. Close to 140 parents and guardians attended so they could see what their children experience in the classroom.

Mrs. Sheridan and Ms. Artaiz are visiting area special needs programs to determine how they could improve their services and keep children in Derby as opposed to them going elsewhere for special needs.

XII. APPROVAL OF MINUTES
Ms. Kreiger made a motion to accept the minutes for the following meetings:

- October 15, 2013
- October 21, 2013

Ms. D’Onofrio seconded and the motion carried with all in favor.

XIII. BUS TRANSPORTATION
Dr. Conway discussed putting cameras on the outside of busses to scan license plates of cars that pass a bus when their stop signs are out. It is currently a $485 fine for passing a bus. The bus contract is coming up soon so they could request the cameras as part of the bid process. They also want to have unlimited buses so they can do more activities without incurring additional bus fees. Right now they 10 buses. The bus drivers are also asking for a list of students who are supposed to be on each bus. This would protect students from getting on the wrong bus whether accidentally or on purpose.

XIV. 2013-2014 SCHOOL CALENDAR
The Board discussed changing the half day for Professional Development on February 12, 2014 to February 19, 2014. Ms. Kreiger motioned to accept the change and it was seconded by Ms. Robinson. The motion carried with all in favor.

XV. SCHOOL SECURITY SYSTEM
Dr. Conway updated the Board on several improvements to the school security over the past month.

XVI. REGIONAL SCHOOL CALENDAR
The legislature is looking into creating a shared regional school calendar. The legislature believes there will be cost savings to the state for things like bus transportation and inter-district professional development.

XVII. ROOF REPLACEMENT PROJECTS
Ms. Kreiger motioned to approve the educational specifications for the proposed roof replacement projects at Bradley School, Irving School, and Derby High School. Mr. Mancini seconded and the motion carried with all in favor.

XVIII. CCTV SYSTEM
Dr. Conway forwarded the Board a copy of the CCTV System request for bid invitation.

XIX. FIELD TRIP AUTHORIZATION
Ms. Kreiger motioned to approve an out-of-state field trip to the Discovery Bodies Tour in Times Square, NYC on April 15, 2014 for 7th graders of the Derby Middle School. Mr. Kuryka seconded and the motion carried with all in favor.

XX. DNS CONSULTING AGREEMENT
Ms. Kreiger motioned to approve the DNS Consulting Agreement as of January 2, 2014, as recommended by the Superintendent of School. Ms. D’Onofrio seconded and the motion carried with all in favor.
XXI. PHONE / COMMUNICATIONS / LIGHTING / TECHNOLOGY
They are working with a consultant to evaluate the district’s phone, communications, lighting, and technology services for cost savings. All the information will be brought to the Board once the evaluations are complete.

XXII. FINANCIAL REPORT
Ms. Krieger motioned to approve the financial report for the period ending October 31, 2013 as recommended by the Assistant Superintendent. Ms. D’Onofrio seconded and the motion carried with all in favor.

Dr. Chambers updated the Board regarding the status of the consolidating grant. The funds are expected to be released later this week. She is also evaluating the district budget to determine the best way to fund projects and find grant opportunities.

She also stated that there needed to be correction made on the narrative of the financial report. It states that they are over budget in transportation. They are not over budget.

Dr. Chambers advised the Board that they are one of seventeen districts to be selected by the State Department of Education for a K-3 literacy model. She said they will help them with diagnostic testing, resources, professional development and other things they need. They initially stated that only one school would be funded, but Dr. Chambers asked that both elementary schools be included and the state department agreed. She is also working on a math and science grant through the State Department of Education and ACES who are looking to partner with Quinnipiac or Yale. An attendance grant in the amount of $10,000 will be applied for as well.

On Friday, November 2nd they are taking a K-12 team to Yale for an event called Emotions Matter.

XXIII. DANIELSON PROFICIENCY TRAINING UPDATE
Dr. Conway updated the Board on this subject under XI. Administrator Report.

XXIV. EXECUTIVE SESSION
A motion to go into executive session to discuss personnel matters and invite Superintendent Conway was made by Ms. Krieger, seconded by Ms. Robinson and the motion carried at 8:08 PM.

Ms. Krieger motioned to come back to public session, seconded by Ms. D’Onofrio and the motion carried with all in favor at 9:03.

Ms. Krieger motioned to approve the schedule of appointments as recommended by the superintendent. Mr. Mancini seconded and the motion carried.

XXV. RESIGNATION
Ms. Krieger motioned to accept the resignation of a paraprofessional at Bradley School with regret and best wishes, seconded by Ms. D’Onofrio, and carried with all in favor.

XXVI. ADJOURN
A motion to adjourn was made by Ms. D’Onofrio and seconded by Ms. Robinson. The motion carried with all in favor and the meeting adjourned at 9:04 PM.

Respectfully submitted,

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