CITY OF DERBY
BOARD OF EDUCATION
DERBY MIDDLE SCHOOL
September 26 2013
6:30 p.m.

Call to Order:
The meeting was called to order at 6:46 p.m. All rose and pledged allegiance.

Roll Call:
Denise Bottone, Stephanie D'Onofrio, Christine Robinson, Andy Mancini - Board Vice Chair, Laura Harris, Ken Marcucio - Board Chair, Rebecca O'Hara, George Kurtyka and Rachel Garry - Student Representative,

Excused: Kim Kreiger - Board Secretary.

Also Present: Superintendent Dr. Matt Conway.

DHS Principal Greg Gaillard, Bradley School Principal Mario Ciccarinni, Irving School Principal Jennifer Olson and DMS Principal Mr. Morrissey.

Public Participation
No one from the public spoke.
Public Portion closed.

Executive Session
A MOTION at 6:47 p.m. by Ms. Harris with a second by Mr. Kurtyka that the Board of Education enter into Executive Session to discuss personnel matters and that Superintendent of Schools, Dr. Conway, be invited to attend, all in favor. motion carries.

Public Session

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A MOTION at 7:18 p.m. by Ms. Harris with a second by Ms. Bottone that the Board of Education return to public session, all in favor, motion carries.

Appointments
A MOTION by Ms. Harris with a second by Ms. Bottone that the Board of Education approve Senior Accountant Nancy Lach to Assistant Business Manager for the Derby Public School System, as recommended by the Superintendent of Schools, all in favor, motion carries.

A MOTION by Ms. Harris with a second by Mr. Mancini that the Board of Education approve the schedule of appointments as recommended by the Superintendent of Schools, all in favor, motion carries.

Student Representative
Academics - the students started using the common core at the high school. The juniors are taking the SBEC in the spring.

There are on line classes available to students behind on credits or for any classes not available to the high school.

Progress reports are available September 27 2013. First marking period is half way over.

PSAT's will be taken on Oct 16 2013.

Human Capital - professional development teams are having development days and it is noticeable in the classroom.

The first day of school, Mr. Gaillard and Mr. Pascale spoke to the classes about the ABC's of DHS, the rules and expectations for the year.

Open House and Senior Night was held September 12 2013.

The Class Officer elections were held on September 18 2013.

The College Fair will be on October 2 2013.

The Music Department started a DHS chapter for the Music Honor Society and auditions and applications will be occurring soon.

Zach Corrigan a senior at DHS will keep the students aware of what is going on.

Operation - A, B & C Days have started. There is double period on B & C days to give more time in one place.
Big Red Wednesdays may start allowing teachers to dress down in Big Red production clothing to promote the company and help the school spirit.

White boards are in every classroom. The bulletin boards were replaced with white boards, constantly changing.

Fall Sport Parent Night was held on Sept 4 2013.

Picture Day will be on Oct 4 2013.

Culture and Climate - there will be a pep rally on Oct 11 2013 for the Derby/Ansonia football game.

Big Red Productions is preparing for the annual Breast Cancer Awareness Fund Raiser.

There is a foreign exchange student through the Rotary Club who is adjusting very well.

The football team is 2 and 0.

Girls soccer has won five.

Boy's soccer is 1 and 2.

Girl's cross country is 4 and 2.

Boy's cross country is 3 and 3.

Derbyette's have officially formed a team.

The National Honor Society is supporting the Harvest House Food Drive.

The Italian Honor Society elected their officers and the Spanish Honor Society will be electing their officers.

The Human Relations Club gained thirty five new members.

The Golf Club is looking for members.
Chairman’s Report
The entrance to the property on Chatfield St. needs to be looked at.

Superintendent Report
Academics - ensured the implementation of the curriculum.

attended multiple curriculum council meetings at ACES.

scheduled training for teachers with the new Journeys Reading Program at Bradley and Irving Schools.

scheduled meetings with math curriculum distributors to begin the process of reviewing math curriculum.

a technology grant has been applied for through the Alliance District Funding.

Meetings have been set with IREADY and BLUE RIBBON to review possible assessments to be used in a two year interim and create several reports to analyze growth using our current assessments.

Supporting Staff - To Better Use Assessment - reviewing reports and data in data teams.

there is a full year of professional development scheduled in place.

every building has been wired for the wireless network.

the security grant in the amount of $267,000 has been received.

the letter for the Alliance District Grant was received for $669,887.

Principal Reports
Derby High School
Human Capital - the professional development is comprehensive and intense. The teachers and Mr. Gaillard feels overwhelmed.

Operations - the schedule is up and running. The students have transitioned fine.

Pam Robbins worked with the teachers on how to engage the students. She was well received and will be invited back.

Culture & Climate - Mr. Gaillard thanked the board for funding the full time social worker at the high school.

Irving School

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Academics - a reading intervention center was set up. There are three reading specialists and three reading tutors of which are also certified teachers. Intervention programs have been purchased.

The schedule has been revamped. A child will be able to receive their instruction in the classroom from their teacher and then get a block of time for intervention or enrichment.

Rollover money from the Alliance Grant has not been used. The money will be used for tutors outside of the traditional school day (Saturday Academy).

Climate & Culture - the surveys came back. The most growth was in parent perception of the school. There was also growth in students in how teachers respect them and know them well as learners.

Irving School partnered with PCRC at Valley Kids Belong over the summer.

Attendance and tardiness is being tracked.

Human Capital - the paraprofessionals schedules have been changed.

Community Involvement - Get It Done in a Day project had 23 volunteers come in to get the school ready. Valley United Way will be coming in to finish up the library project.

Bradley School
Academics - the master schedule has been rolled out successfully.

Mr. Ciccarinni meets weekly with the grade level teams and reading teachers to look at student progress. Mr. Ciccarinni also has weekly PPS people service meetings to look at mental health status.

There is a daily dedicated 90 minute literacy block. There is also a 60 minute mathematics block.

The first round of AIMES WEB assessment has been completed for literacy, math and spelling.

The ACES common core state standards training and support sessions have been set up.

Culture & Climate - the CST (Child Study Team) process has been revamped.

The revised progress reports will be sent out.

Derby Middle School
Academics - department meetings were held to present vertically aligned curriculum with the high school.

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the data teams will be key vehicles in the evaluation and goal process.

AIMES WEB has been administered and are looking at universal assessments.

Human Capital - Mr. Morrissey met with each group of educators and support staff to go over expectations. Teachers will be evaluated in part by how they utilize para professionals.

The Learning Center has become a more effective classroom for management, life skills, academics, social skills are presented. There are 19 students to date.

Individual staff and faculty have been previewing goals and material for the SEED, common core and data teams.

Operations - the wifi is up.

Culture & Climate - the school has a positive climate. Parents are happy with the transitioning of the fifth graders to sixth grade.

John Saccu has been working closely with the guidance personnel.

A weekly social skills meeting will be started.

Special Needs
Rachel and Shelly presented an overview of the students receiving special services within the district and out of district. The number of students has decreased. Irving School has 48 students, Bradley has 36 students, Middle School has 45 students and the High School has 51 students. Out of district has 23 students.

The total estimated cost for out of district placement is $1,099,030. Last year it was $1,441,560, representing a significant decrease.

The IDEA Grant has carry over from last year in the amount of $14,000.

Approval of Minutes
A MOTION by Ms. Harris with a second by Ms. Bottone that the Board of Education approve the minutes from the following meetings: (with the exception of the Sep 3 2013 Committee of the Whole)

August 2, 2013 – Budget Committee
August 15, 2013 – Board Meeting
August 20, 2013 - Policy Committee
August 22, 2013 - Special Meeting
September 3, 2013 - Committee of the Whole - this was on the agenda but not in the board packet, this meeting will be on the next agenda.

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all in favor, motion carries.

**Admonkey** - Dr. Conway met with Admonkey who puts up TV's in areas and go out and sell ads to businesses. Dr. Conway would like a partnership with them at no cost to provide an opportunity to businesses to advertise at the schools, or the athletic fields, etc. The students could also help create those ads. The district would share in the revenue. Dr. Conway will look into the matter some more.

**Alliance District Grant Year 2 Amendment** - already covered earlier. The amount of money to be received is $669,532.

**School Lunch Prices** - Dr. Conway presented the new pricing.

**2013-2014 Tuition Rate** - Dr. Conway stated the ED01 information is not available as yet.

**School Arrests Report** - Dr. Conway presented a report for informational purposes. A $45,000 grant was applied for to put in place a school arrest diversionary program. The grant was not received, however it is because Derby is a standout district with a low number of arrests per 1,000 students.

**School Lunch Program Authorized Signatures Change Form** - Dr. Conway presented the revised form to the board.

**Computer Virus Protection** - Dr. Conway stated a large number of districts have been infected with a virus. It has been recommended by the technology director to buy a program to scan network traffic to remove infected virus from the network. The cost is $11,000. Dr. Conway is hopeful to receive a technology grant to cover part of the cost. **A MOTION by Ms. Harris with a second by Ms. Robinson to move forward with Eric Bundy's request for computer virus protection in the amount of $11,030., all in favor, motion carries.**

**Policies**

**A MOTION by Ms. Harris with a second by Mr. Mancini that the Board of Education adopt the revisions to Series 4000, as recommended by the policy committee, all in favor, motion carries.**

**A MOTION by Ms. Harris with a second by Ms. Robinson that the Board of Education adopt the revisions to policy 6142.01, Wellness and Physical Education, as recommended by the policy committee, all in favor, motion carries.**

**Review the Policy on Loaning Equipment** - Dr. Conway stated the district currently does not have a policy on loaning out of equipment.

**A MOTION by Mr. Mancini with a second by Ms. Robinson that the Board of Education purchase a scanner for the Chairman to use for Board of Education purposes, all in favor, motion carries.**

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**Financial Report**

*A MOTION* by Ms. Harris with a second by Ms. Bottone that the Board of Education approve the financial report for the period ending August 31, 2013 as recommended by the Chief Financial Officer,

discussion....Mr. Kurtyka questioned $77,857 in the communication services line item......

Dr. Conway stated that is money already spent through the security grant and are waiting to put it back....a portion is coming from the City and a portion is coming from the state

all in favor, motion carries.

**Budget Transfer**

*A MOTION* by Ms. Harris with a second by Ms. Bottone that the Board of Education approve a budget transfer from salary sub lines for Bradley, Irving, DMS and DHS to Other Purchased Services in the amount of $102,500,

discussion....the amount needed is for Kelly Services....

the substitute services is no longer being done through the schools, so the money is being transferred to another line item to pay for the outsourcing of services....

the amount pays for the substitutes and a fee for Kelly Services to administer the substitute program.....

*A MOTION* by Mr. Kurtyka to table this item until it can be addressed at the next Committee of the Whole meeting.....

Dr. Conway asks that the board approve the reallocation, to be able to pay Kelly Services right now and then there can be further discussion on it....

*Mr. Marcucio is in agreement to transfer the money from the four schools into Other Purchased Services.....

Mr. Kurtyka withdrew his motion

*A MOTION* by Ms. Harris with a second by Ms. Bottone that the Board of Education approve a budget transfer from salary sub lines for Bradley, Irving, DMS and DHS to Other Purchased Services in the amount of $102,500,

all in favor, motion carries.

**Executive Session**

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A MOTION at 9:15 p.m. by Ms. Harris with a second by Ms. Bottone that the Board of Education enter into Executive Session to discuss personnel matters and a student leave request, and that Superintendent of Schools Dr. Matthew J. Conway be invited to attend, all in favor, motion carries.

Public Session
A MOTION at 10:15 p.m. by Ms. Harris with a second by Ms. Bottone that the Board of Education return to public session, all in favor, motion carries.

Resignations
A MOTION by Ms. Harris with a second by Ms. Bottone that the Board of Education accept the resignation of Julia Dunn, Math Tutor - Irving School with regret and best wishes, all in favor, motion carries.

A MOTION by Ms. Harris with a second by Ms. Bottone that the Board of Education accept the resignation of Pamela Kichar, Library Clerk at Bradley School, with regret and best wishes, all in favor, motion carries.

Adjournment
A MOTION at 10:17 p.m. by Ms. Robinson with a second by Ms. Bottone that the Board of Education adjourn, all in favor, motion carries.

Respectfully Submitted,

Denise Cesaroni
Recording Secretary

****These minutes are subject to the approval by the Board of Education at their next regular meeting.