CITY OF DERBY
BOARD OF EDUCATION
Superintendent’s Office
Budget Committee
August 2 2013

Call to Order:
The meeting was called to order at 2:16 p.m. All rose and pledged allegiance.

Roll Call:
Christine Robinson, Laura Harris, Ken Marcucio - Board Chair and Andy Mancini - Board Vice Chair.

Excused: George Kurtyka.

Also Present: Superintendent Dr. Matt Conway and Chief Financial Officer Clarence Zachery.

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

District Organizational Structure
Dr. Conway presented the current structure along with the proposed structure. The current structure has a curriculum coordinator/assistant superintendent in charge of curriculum, the Director of Special Education, four department heads; one at each school for special education, chief financial officer, financial clerk and clerk.

The proposal is to build leadership capacity within the district. A common thread in any district in the world that has demonstrated success with continual reduction of the achievement gap, growth and scores over the past ten to twenty years, is building leadership capacity from within the district.

It creates sustainability of leadership, succession of leadership and keeps those employees valued the most an opportunity and incentive for growth within the district.
The opportunity is to look at the positions of the Director of Special Education, the Dean at the Middle School and the Principal at the Middle School and look to build the leadership capacity within the district for employees who may qualify or be certified through the State of CT.

Dr. Conway suggests splitting up the position of Director of Special Education into two different special education coordinator positions with more intense building level support, in the classrooms, working directly with the special education teachers, in addition to being responsible for all PPT's which principals currently sit in on. (Principals must become instructional leaders and are currently training for that).

The positions would coordinate all special education services for in district and out of district students, as well as evaluating special education or regular education teachers and all of parents.

The position level would be below a dean, providing room for growth, reporting to the assistant superintendent in charge of curriculum, instruction and pupil services.

Dr. Conway would like to promote from within. Those positions would be backfilled in with two special education teachers, (one at the high school, one at the middle school).

Mr. Zachery will be leaving his position which leaves another opportunity to restructure that area of the central office.

The position would be a hourly contracted position supported by staff in the role of assistant business manager. This would change the senior accountant to an assistant business manager, the business manager would be on an hourly basis at three, five or ten hours a week at a maximum.

Mr. Zachery stated there would be certain time periods where hours up to sixteen hours a week may be needed.

Dr. Conway talked with other superintendents within SCASA about the proposed reorganization for feedback. The feedback was supportive and provided other suggestions.

Outplacement of students would be handled by the coordinators.

The special education secretary would remain in central office also providing clerical support for the assistant superintendent regarding curriculum coordination.

The proposal has the special education teacher salary increased by $18,000 for the coordinator positions. However, the teacher positions are paid out of district funds (taxpayer dollars) while the special education coordinator positions are paid out of Title I Grant funds.

The coordinators would receive training in the new SEED program and the new Danielson program as well.
The curriculum coordinator/assistant superintendent position will have to be posted outside.

Dr. Conway would like this to go to the full board on August 6th and begin posting thereafter.

Review of 2012-2013 Budget
Mr. Zachery provided an overview of the budget for 2012-2013. Chairman Marcucio would like to see more technology in the schools and be informed when large equipment purchases are made.

There are still items encumbered (not paid yet). The net difference is a negative balance of $3,800, although this is subject to change.

Review of 2013-2014 Budget
Mr. Zachery stated the board asked the City for $16,163,663. The line items equal the appropriation. $1.4M is already encumbered for salaries, and $700,000 for special education, etc. Additionally, $370,000 has been spent to date.

One big change is; previously each location had social security/medicare payments. However, when it was actually paid, it came out of a district wide account. Now all of the location allocations have been moved to central office.

The allocation for school nurse was empty in the high school budget, but there was an allocation for a substitute nurse.

Custodial supplies are now in the budget for central office - district wide expense.

The overall number has not changed, an updated book will be provided to all board members.

Transportation is now funded under the high school budget coming from multiple accounts.

Alternative Education Program
Dr. Conway visited the Shelton and Ansonia location for the girls and boys club. The Ansonia location (old Pine High School) would be ideal for a couple hours in the morning. There would be access to the gym, game rooms to the classroom space, including a video area as well as computers. There is also a cafeteria. The cost could be around $50.00 a day over 180 days.

Dr. Conway would like to roll it out for expelled students first, and then look at expanding it with the same personnel over a longer duration and grow it into more of an alternative education program not just for expelled students, but for students causing behavior disruptions during the school day.

Adjourn
A MOTION at 3:32 by Ms. Robinson with a second by Mr. Mancini to adjourn, all in favor, motion carries.
Respectfully Submitted,

[Signature]

Denise Cesaroni
Recording Secretary

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