MINUTES

Call to order
Meeting called to order at 7:00 p.m.

Pledge of Allegiance
All rose and pledged allegiance.

Roll Call
Present: Martin Hubbard, Laura Harris, Andy Mancini, Stephanie Donofrio, Ken Marcucio, Jodi Chevarella, Tilla Gjeta (student representative), Kim Kreiger. There is a quorum.

Absent: Rebecca O'Hara and Casey Picheco.

Also present: Dr. Tracy, Superintendent of Schools, Fran Gallo - Principal of Irving School, Linda Coppola - Principal of Bradley School, Fran Thompson - Principal of DMS and Sally Bonina - Principal of DMS.

Additions or Deletions to the Agenda
Dr. Tracy would like to add the following motion: that the Board of Education accept the resignation as recommended by the Superintendent.

MOTION to accept the agenda as amended by Ms. Chevarella, second by Ms. Donofrio, all in favor. Motion carries.

Election of Chairperson
9121(a) Bylaws of the Board
Election of Officers

MOTION that the Board of Education shall elect from its members at the organizational meeting, a Chairperson, Vice-Chairperson, and a Secretary. The organizational meeting shall be called to order by the current Board Chairperson who will preside until his/her successor is chosen. In the absence of the Chairperson, the Vice-Chairperson, or Secretary in that order shall preside until a new Chairperson is elected. Election of officers shall be in writing and the vote of each member shall be made available for public inspection within forty-eight hours and recorded in the minutes of the meeting.

Election of Officers
Chairperson
NOMINATION by Mr. Hubbard for Kim Kreiger as Chairperson, second by Ms. Kreiger.
NOMINATION by Mr. Mancini for Ken Marcucio as Chairperson, second by Ms. Donofrio.
Nominations closed.

ROLL CALL:
Ms. Chevarella - Ken Marcucio
Ms. Donofrio - Ken Marcucio
Ms. Harris - Ken Marcucio
By a vote of 5-2, Mr. Marcucio is Chairman.

Vice Chairperson
NOMINATION by Ms. Kreiger for Martin Hubbard as Vice Chair, second by Mr. Hubbard.
NOMINATION by Mr. Mancini for Jodi Chevarella as Vice Chair, second by Ms. Donofrio.
Nominations closed.

ROLL CALL:
Ms. Chevarella - Jodi Chevarella
Ms. Donofrio - Jodi Chevarella
Ms. Harris - Jodi Chevarella
Mr. Hubbard - abstained
Ms. Kreiger - Martin Hubbard
Mr. Mancini - Jodi Chevarella
Mr. Marcucio - Jodi Chevarella

By a vote of 5-1 with one abstention, Ms. Chevarella is Vice Chair.

Secretary
NOMINATION by Mr. Mancini for Laura Harris as Secretary, second by Ms. Donofrio.
NOMINATION by Ms. Chevarella for Kim Kreiger as Secretary, second by Ms. Harris.
Nominations closed.

ROLL CALL:
Ms. Chevarella - Kim Kreiger
Ms. Donofrio - Laura Harris
Ms. Harris - Kim Kreiger
Mr. Hubbard - Kim Kreiger
Ms. Kreiger - Kim Kreiger
Mr. Mancini - Laura Harris
Mr. Marcucio - Laura Harris

By a vote of 4-3, Ms. Kreiger is Secretary.

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

Approval of Minutes
MOTION by Ms. Donofrio that the Board of Education approves the minutes from the following meetings, second by Ms. Harris, discussion....there is one correction from the December 8 minutes on the adjournment time. Adjournment should be 9:46 p.m., all in favor, motion carries.
**Student Representative Report**
Ms. Gjata presented her report. The Environmental Club is trying to make Derby High School as green as possible. A request has been put in to get a recycle bin in every classroom. The snowflake program (recycled paper) money is donated to charity. Winter break is coming up. The junior/senior volley ball game is also coming up. Financial aid (for college) night is January 14th. Student/Staff advisory is going well and the students are enjoying it.

**Standing Committee Reports**

A. **Committee on Teaching & Learning** - Ms. Donofrio, Mr. Mancini and Mr. Hubbard will be on this committee. The committee will meet on the first Monday of each month at 5:00 p.m.. The first meeting will be January 4, 2010.

B. **Committee on Budget, Personnel & Facilities** - Ms. Kreiger, Ms. Harris and Ms. Picheco will be on this committee. The committee will meet on the second Thursday of each month at 6:30 p.m. The first meeting will be January 14, 2010.

C. **Committee on Policy & Planning** - Ms. O’Hara, Ms. Chevarella and Mr. Marcucio will be on this committee. The committee will meet on the first Tuesday of each month at 6:00 p.m. The first meeting will be January 5, 2010.

The committees will pick their own chairperson.

**Opening of the new Derby Middle School**
Ms. Bonina and Mr. McLivery addressed the board.

January 4th after lunch, the students will enter the auditorium of the new middle school. Music will be provided by the band and choir. There will be a reception to meet some of the builders. Guided tours will be given by the teachers.

There is some work left on the building. The water tie-in for the little league field has been put on hold. The computers and server should be in during Christmas break. Dr. Tracy and Ms. Bonina have been informed regarding the security system.

Mr. McLivery stressed the need for two full time and two part time custodians to keep the building in shape. Do not tolerate vandalism, abuse and destruction of property of this building. He will advocate for the board at budget time for these issues to show the taxpayers they made the right choice.

**Executive Session**
MOTION by Ms. Harris that the Board of Education enter into executive session for the purpose of conferring with the Board Attorney regarding collective bargaining and personnel matters and invite Dr. Tracy and Board Attorney Matt Grillo, second by Mr. Mancini, all in favor, motion carries.

MOTION that the Board of Education return to public session by Ms. Donofrio, second by Ms. Harris, all in favor, motion carries.

**Strategic Planning**
Dr. Tracy addressed a strategic plan that includes the schools we want, opportunities & advantages, challenges & obstacles and strategies. This will be brought back to the Planning & Policy committee on January 5th at 6:00 p.m.
Administrators Reports
Ms. Bonina - Derby Middle School presented her report. Progress reports were sent home the first week of December. There was a tree lighting ceremony on the green. A winter concert was held on December 10th. Allison Dunne and Tim Thompson were two middle school students honored at the CAPSS banquet.


Mr. Gallo - Irving School. Mr. Gallo presented his report which included student achievement data and instructional improvement efforts. Mr. Gallo has been involved in a report for “No Child Left Behind” for the School Improvement.

Dr. Knapton - Special Education Director. The district is part of a focus monitoring with the state department of education. A plan was drafted on Derby’s achievement with the third and fourth grade readers.

Mr. Thompson - Derby High School. Mr. Thompson welcomed the new board members and invited anyone interested to a tour of the high school. He would like to address the board in a future meeting regarding the space the former middle school used. It could be used to deal with the overcrowd problem. Derby is up for accreditation in September. Derby High School faculty has to go for a self study report addressing the seven different standards of NEASC.

Superintendent’s Report
Student Achievement Report - the Committee on Teaching and Learning will be looking at data on students who are not reading at grade level along with CMT data.

FY2011 Budget Planning - there will likely be a 6.8% increase in expenditures not including cuts from the current fiscal year. The ECS will have a zero increase. The excess cost grant will be cut. There is no indication there will be an increase in Title 1 EDA money. There are two years of ARRA money, more than half will be spent this year.

Board of Education Workshop with Nick Caruso of CABE - Mr. Caruso has two available dates.

Hiring Protocol - The Committee on Budget & Personnel developed a draft personnel selection protocol. The board will review it and the committee will address this at their January meeting.

Enrollment Report - enrollment is down slightly.

Attendance Report - there has not been any effect from the flu.

Financial Report
Mr. Poole presented the Financial Report for September 2009.

MOTION that the Board of Education approve the Financial Report for the period ending November 30, 2009 as presented by the Interim Business Manager by Ms. Chevarelia, second by Ms. Donofrio, all in favor, motion carries.

School Calendar
MOTION by Mr. Mancini with a second by Ms. Harris that the Board of Education approve the School Calendar for 2010-11, as recommended by the Superintendent, all in favor. motion carries.

Vacancy Report
The report reflects a varsity head football coach position.

Acquisition of Maintenance Vehicle
MOTION by Ms. Kreiger with a second by Ms. Harris that the Board of Education approve the acquisition of a used maintenance vehicle from the City of Derby Public Works Department, as recommended by the Superintendent, all in favor. motion carries.

Old Business. no old business.

New Business no old business.

Executive Session
MOTION by Mr. Mancini with a second by Ms. Chevarella that the Board of Education enter into executive session at 9:22 p.m. for the purpose of discussing personnel matters and invite Dr. Tracy, Mr. Thompson, Ms. Bonina, Ms. Coppola, Dr. Knapton and Mr. Gaillard, all in favor. motion carries.

MOTION by Ms. Harris with a second by Ms. Kreiger that the Board of Education return to public session at 10:13 p.m.

MOTION by Mr. Hubbard with a second by Ms. Kreiger that the Board of Education approve the appointment of Matt Bradshaw as Interim Dean of Student Development at Derby Middle School, as recommended by the Superintendent, all in favor. motion carries.

MOTION by Ms. Kreiger with a second by Ms. Harris that the Board of Education approve the appointment of Walter Mayhew as Girls Basketball Coach at Derby Middle School, as recommended by the Superintendent, all in favor. motion carries.

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, all in favor. Motion carries.

MOTION by Ms. Harris, second by Mr. Mancini that the Board of Education authorize the Superintendent to appoint a long term substitute teacher to fill the vacancy created by the appointment of the Interim Dean of Student Development, all in favor. motion carries.

MOTION by Ms. Kreiger with a second by Mr. Mancini that the Board of Education accept the resignation of Carmen DiCenso as Coach of the Derby High School Varsity football team with appreciation and regret as recommended by the Superintendent.

Adjourn
MOTION by Ms. Donofrio with a second by Ms. Harris to adjourn at 10:16 p.m., all in favor. motion carries.

Respectfully Submitted,
****These minutes are subject to approval by the Board of Education at their next scheduled meeting.
Secretarial Services

*Summary for Billing

Derby Board of Education
35 Fifth Street
Derby, CT 06418
ATT: Billing

The following is a request for Secretarial Services:

- Rates: $ 25.00 for meeting called but not held due to lack of Quorum.
- $ 75.00 for meeting up until one (1) hour.
- $100.00 for meeting over one (1) hour.

Jan 5 2010 Committee on Policy $100.00
& Planning $100.00

Sincerely,

Denise Cesaroni
Recording Secretary
CITY OF DERBY
BOARD OF EDUCATION
Committee on Policy & Planning
DERBY HIGH SCHOOL MEDIA CENTER
January 5 2010

MINUTES

Call to order
Meeting called to order at 6:40 p.m.

Pledge of Allegiance
all rise and pledged allegiance.

Roll Call
Present: Ken Marcucio and Jodi Chevarella. There is a quorum.

Absent: Rebecca O’Hara.

Also Present: Dr. Tracy, Superintendent of Schools.

Election of Chairperson
Jodi Chevarella was chosen Chairperson.

Discussion of Priorities for the next Six Months
Dr. Tracy will be putting a memorandum of understanding for Derby for the "Race to the Top" (President Obama’s education reform).

The committee reviewed the policies on vandalism and security. There was also discussion of security issues involving a security gate, pass cards, etc.

There was discussion on the use of the Middle School gymnasium.

Local alternative education classes, childcare center or a wellness clinic are possibilities for the new space created by the Middle School students moving to their new building.

Proposal for Development of a Strategic Plan for the District
The plan is to meet the academic and personal needs of the student. The process will include the board's mission, the kind of school district needed in four to five years and measuring progress.

Dr. Tracy will look into grant assistance for the planning effort. A facilitator would be hired to run the meetings and do all the documentation. A researcher would also be hired to be available to the committee to document economic and demographic trends in town.

Some of the goals are to improve the percentage of kids who are self disciplined, who are role models and reduce the number of students who misbehave ending up in in-school suspension etc.

Adjourn
There being no further business the meeting was adjourned at 8:03 p.m.
Respectfully Submitted,

[Signature]
Denise Cesaroni
Recording Secretary