PLEDGE OF ALLEGIANCE
The Vice Chairperson, R. Chaleski, called the meeting to order at 6:59 pm and those assembled recited the Pledge of Allegiance led by the Danbury High School ROTC Cadets.

ROLL CALL
Present: Rachel Chaleski, Gladys Cooper, Frederick Karrat, David Metrena, Emanuela Palmares, Ralph Pietrafesa, Farley Santos, Kate Conetta
Absent: Richard Jannelli, Patrick Johnston, Amy Spallino, Kevin Walston, Kara Casimiro
Also Present: Dr. Pascarella, Joe Martino, Kelly Truchsess, Kim Thompson

PUBLIC PARTICIPATION
- Curtis Darragh - School Counselor from Westside Middle School Academy spoke about the need for an additional School Counselor at WSMSA. Mr. Darragh has been part of the Danbury Public Schools since August 2015. He has seen a lot of changes at WSMSA, which currently hosts 643 students in both the STEM and Global Studies Academies and plans to enroll a total of 750 students by 2021, due to the expansion of the building. As of right now he and the other School Counselor both have caseloads of 320 students each. With the increase of enrollment in the next two years, without additional help, their caseloads will go up to 375 students each. The American School Counseling Association suggests that School Counselors should have 250 students to one School Counselor. School Counselors have the power to teach social/emotional lessons, curriculums of college/career readiness and academic-organizational skills. They can host group-counseling on topics such as grief, anger, divorce, executive functioning, and create a safe space where students have a trusted adult to go to. They create memories with their students and build bonds with family in and outside of the community. The biggest words that is going on in mental health right now is social and emotional learning in the years of 11-14 years of age in the 6th, 7th and 8th grade. Mr. Darragh's worry is that with an increased caseload, his time with students will become limited. From having 250 students to 300 and now to 325, he can already feel the difference. School Counselors shouldn't have to tell a student to hold on, or to be able to get to them three hours later.
- Michael Hennessy - Mr. Hennessy is the parent of a student at Westside Middle School Academy and spoke about the need for an additional School Counselor at WSMSA. Mr. Hennessy is concerned of the increased demands that are likely to be placed on the school counselors if they remain at the current level. The recommendations from the American School Counselors Association are not just a feel-good mantra, it is a necessity if our community is serious about improving graduation rates, promoting college and career readiness while simultaneously reducing discipline referrals and combating effects of poverty in our classrooms. The formula is simple, it's about relationships. School Counselors are uniquely qualified and motivated to provide the academic and emotional support that our students demand. They share in the responsibility to tackle the insidious effects of poverty on learning; the social and emotional wellbeing of students with special needs; the evolving challenges of a ubiquitous cyber culture and the adverse effects stress has on the developing brain. Our counselors want nothing more than to empower and support students but fear nothing more than being unavailable to the cry of one student because it is muffled by the sounds of many more.
- Genene Morehouse - Ms. Morehouse is the parent of a student at Westside Middle School Academy and spoke about the need for an additional School Counselor at WSMSA. Ms. Morehouse has witnessed firsthand how the connection between School Counselors and students can create a sense
of self confidence and empowerment on a path toward self-awareness and self-advocacy for students. She has a freshman at DHS and a 7th grader at WSMSA. In middle school the counselors act as a bridge, aiding the students in their navigation of these sometimes-difficult times. There have been many times where her own children have sought out Mr. Darragh as a resource to work through their emotions, issues or situations before they could potentially become problematic. They foster a safe yet functional environment where sharing and expressing emotions and feelings is encouraged and problem solving is a main goal. Her children have also participated in enrichment activities both inside and outside of school that have been spearheaded by the WSMSA School Counselors. With the increase in student demands and shear volume, these moments to engage with students one on one or in small groups will become less frequent. If our students are not able to emotionally present at school, then all the other learning cannot take place.

- Christina Sweeney - Ms. Sweeney is a parent of student at Westside Middle School Academy and spoke about the need for an additional School Counselor at WSMSA. She has also been a middle-level educator for the past 18 years and understands the integral role School Counselors play in a middle school. Schoo. Counselors do everything from working with anxious students to addressing potential concerns to figuring out scheduling snafus. They are pulled in a million directions. That’s on a good day. On a bad day it can be compared to triage in an emergency room. Ms. Sweeney mentioned that Mr. Darragh regularly shows up at town sporting events to cheer his students on. She is worried though because at this pace and the sheer number of students with whom they work with is staggering. It is not sustainable to maintain a program without additional staffing.

- William Sweeney - Mr. Sweeney is a 7th grader at Westside Middle School Academy and spoke about the need for an additional School Counselor at WSMSA. Mr. Sweeney stated that the counselors help the students plan for the future and how to manage their academics so they can be up to speed. They also help them cope in difficult times and help them see the light in a world flooded with darkness. They don’t only help students, they help parents, administrators and teachers to create a strong, healthy school environments free of bullies, violence and despair.

CONSENT CALENDAR

MOTION - G. Cooper moved, seconded by F. Santos that the Board of Education approves the items on the Consent Calendar, Exhibits 19-16 through 19-17, as recommended:

MINUTES
1/9/19 Finance Committee Meeting
1/9/19 Board Meeting
Motion passed at 7:15 pm

STUDENT REPRESENTATIVES

DHS Executive Board of Governors: Joanna Wenchell

- Before the break, there was a lot of activity in the Music Department.
- There was a holiday concert in which the bands, orchestra and choirs participated in.
- There was also a jazz band concert January 14, 2019.
- The Board of Governor started a fundraiser at the high school through Krispy Kreme for Toys for Tots. On the Mentor Monday Flex time, flyers were handed out to each class to collect money for a week. Each class that collected at least $15 dollars would get two dozen boxes of donuts. The top three classes that raised the most amount of money would win a breakfast for their Flex provided by the Hatters Cafe students and cooks. It was a great success and $1300 was raised which has been donated to Toys for Tots. A Toys for Tots representative will come to the breakfast on February 5, 2019.
• Flex extensions started a couple weeks ago which is where students who are passing all of their classes and don't need extra help, or to make up work, can use their Flex time to learn life skills and participate in fun activities. An example would be “I can change your tire” Tuesday in the auto shop. That was a success and the students seemed to enjoy that option.
• Winter sports are entering championship season. The wrestling team is number one in the state as of right now. Boys basketball is 2nd in the FCIAC division. Girls basketball is on a 10 game winning streak putting their head coach, Jackie DiNardo, only two wins away from 500 career wins. The boys and girls track teams have also had much success at the armory this winter.

PRESENTATION
Graduation Report: Dan Donovan and Meghan Martins presenters
• Danbury High School has outpaced the state in growth despite an increase in graduation requirements, expectations and shifts in demographics.
• Free and reduced lunch was 23% in 2009 and is now 58%.
• Graduation rates between 2013 - 2018 have increased 13% for Hispanic students, 9% for Black students, 7% for students eligible for free lunch and 16% for SPED students.
• Newcomer students (students who come in with limited schooling) has also increased.
• Students who complete all four years (defined as a cohort) at DHS went from 78.90% in 2013 to 83% in 2018.
• Student population went from 2878 in 2013 to 3077 in 2018.
• Free and reduced lunch students went up to from 44.5% in 2013 to 57.9% in 2018.
• ELL graduation rate has maintained with 13.3% in 2013 to 14.3% in 2018.
• SPED graduation rate has increased with 12.2% in 2013 to 13.7% in 2018.
• SPED and ELL students are a large portion of students who stay longer than four years so they can benefit from the services that the district provides.
• An “Other” category was discussed. Some of these students are considered traditional dropouts. It is any student who has come for their four years, but they don’t have enough credits to graduate. Continuing with the traditional day school schedule is not an option for them as many of these students must work to provide so they continue on with Adult Education. The high school does not get “credit” for any of these students.
• “Other” also includes students who transferred to another school district but never enrolled in that district or have an unknown status.
• If a student starts DHS in the middle of their Freshman year, they are already a semester behind. Mathematically, they can’t complete the four-year cohort.
• The Twilight Program (school after school) can help these students. It is an after-school program to make up credits they have missed from the previous semester. They can make up the seat time and learn the information they missed.
• An ESL summer school was also attempted this past year. It was free of charge. There was initially a large interest but not many students registered due to students working in the summer or traveling.
• The DHS message to the student body is “let us help you through the application process” for college.
• As of January 13, 2019, 70% of seniors have submitted a college application. 77% of SPED and ELL students have submitted a college application. 81% of the students have started an application and submitted it.
• 65% of seniors enrolled in college the fall immediately after graduation.
• 70% of seniors enrolled in college at any time during the first year after high school.
• 75% of seniors enrolled in college at any time during the first two years after high school.
• 87% of seniors completed the first year of college and returned for a second year (Freshman to Sophomore Persistence). This is 13% higher than the national average.
• Increased expectations, Newcomer Course, School Climate Specialist, SIOP Coaches, Twilight School, Expanded Twilight School for ESL, block schedule, Flex Program, Professional Development and Instructional Rounds all contribute to this data.
• Achievement gaps continue to concern administrators, will focus on that.
• Need to look at different kinds of programs for over-age and under credited students.
• Also looking at what interventions can be put in place prior to high school.
• CSDE just made an Early Warning Indicator Dashboard. Hopefully that will help us as a learning organization to be able to intervene earlier for students who need it.
• This data will not be comparable after 2023 with the increase of credits needed to graduate.
• E. Palmares asked what kind of ESL model is being used at DHS? Mr. Donovan said bilingual education for Hispanic and Portuguese students. Portuguese has not run due to lack of enrollment. They also double down, where student goes to a class everyday versus every other day like traditional students with block scheduling.
• E. Palmares would like to get a presentation from the state department and see if there are different ways to look at how we are delivering ELL education. Central University has a professor who has dedicated her life to ELL, and she would like to get a workshop together to look at the information.
• F. Santos asked if administrators are finding it a challenge in communicating with the parents/students due to language barrier and if there is a rate of minority teachers that are helpful with translations? Mr. Donovan said there are two very proactive ELL counselors. Ms. Martins stated that communications are always pushed out in Spanish, Portuguese and English. Next year they will try the Twilight Program for semester one as well as semester two.
• F. Santos asked if there was a solution on how to fit extra credits in Flex period? Mr. Donovan stated that Flex is not a credit bearing course. Block scheduling will allow students three more opportunities to gain those credits. Right now, there are three blocks a day. They will also be running a mock schedule with a fourth block to see how that runs. Mr. Donovan stated that 50% of seniors graduate with 25 or more credits. Only 80 students had 21 credits last year. The new graduation requirements will be a big challenge.
• F. Santos asked how many counselors are at DHS. Mr. Donovan stated that there are 10 counselors and one department head. The average caseload is 300 to one. SPED is 330. Freshman counselors are lower. Two ELL counselors are 300.
• R. Chaleski asked if they will reattempt the summer ELL program. Ms. Martins stated that a lot of energy was expended, and she is afraid the answer will be the same. They will again offer it and see how it goes. Ms. Martins stated they are open to suggestions to get more students to commit to the program.
• Current 8th grade class will be in the new 25 credit mandate.
• Ms. Martins stated that more students are inquiring about taking college classes al la carte. That is something DHS would accept as transfer credits. They are trying to be flexible with accepting of credits through universities.
• R. Pietrafesa asked for a brief overview on how the Flex program works. Mr. Donovan stated that every Monday students go in to Mentor Monday. That teacher sets the student’s schedule of Flex classes for the rest of the week. Teachers are not supposed to pull students more than twice a week. For instance, if a student has a low class, that teacher can pull the student for Flex. More teachers are starting to work with specific groups of kids. AP teachers are pulling AP students and working with them. There is also the option for students to enroll themselves in Flex. The idea of Flex is really good and if they are taking advantage of it, it’s very useful. If a grade falls below 75, Flex is pulled automatically. Flex is not supposed to be a study hall. Extension and enrichment classes are a little different. That is permitted but a form must be filled out.
F. Karrat asked what is policy on recognizing college credit? M. Martins said that it’s a largely silent policy. There is a policy existing on virtual learning, which will need to be revisited. They are treating it as an accredited university granted a credit so DHS will accept the credit. That does not count towards GPA or class rank. Dr. Pascarella stated that the policy is very good now. It’s not restrictive, it’s open so long as it’s an accredited organization.

Dr. Pascarella stated that the DECO Program, AP Program, collaboration with WCSU, all of that goes to the rigor of the school in terms of presentation in the classroom. There is an increased number of kids taking risks, taking college prep courses and that’s why the college rate is so high. Students are performing and doing well because of the things the Board has permitted the district to work on. The students have thrived because they can and even with a deficit, they are up for the challenge. The greatest problem is not ethnicity, it’s the poverty level.

**ACTION ITEMS**

December 2018 – Operating Results Analysis (General Fund/Grants/Projects)

MOTION: G. Cooper moved, seconded by D. Metena that the Board of Education accept the December 2018 Operating Results Analysis (General Fund/Grant/Projects)

Motion passed at 7:59 pm

**SUPERINTENDENT’S REPORT**

A. DPS Public Policy Agenda 2019

Dr. Pascarella shared the DPS Public Policy agenda for the Legislative Session that included the following:

- Implementing the ECS Phase-In Formula, urging our legislative delegates to continue their strong advocacy for funding.
- To pay special attention to the maintenance of multiple grants that have a significant impact on programs that are currently offered at our schools (Alliance Grant, Priority School Grant, School Accountability - Summer School, Family Resource Center, Extended School Hours, 21st Century Grant)
- The Early College Opportunity was created to support collaboration between high schools, universities and industry. We request legislative language to financially support career pathway programs and fund Danbury’s ECO Program.
- That the legislatures pay careful attention to bills and language that include additional mandates and requirements for school districts. The most recent list of mandates composed by the CAPSS reflects 380 requirements. This presents a significant logistical, fiscal and operational challenge.
- The Disruptive Classroom Bill. Danbury strongly urges legislators to refuse to support any language that contradicts practice that promotes our current efforts regarding supporting our most challenged students. We are extremely concerned about the language which contradicts previous efforts to reduce suspension and reform the nature of school discipline to a more positive and proactive manner of working with children. PA 18-89 will increase the number of suspensions for many of our early primary students. These students should not be excluded from school, rather they need to develop social emotional skills that will increase their success in the school environment.
- Rescind the new Graduation Requirements. The graduation requirements have increased from 21 to 25 credits. These requirements will cost the district approximately $800,000 to $1,200,000 in staffing alone.

B. Update on CABE Legislative Session, January 15th

CABE is asking for the same things that we are.
C. CAUS Legislative Meeting, January 22nd
D. January 17th Incident Update
   a. Ellsworth incident. No resolution to problem in terms with what happened, and individuals involved, the Danbury Police Department is still investigating. Dr. Pascarella stated that the staff handled it remarkably well as it happened right at dismissal time. Danbury police were present and escorted students’ home. Unfortunately, when these things happen, we discover something that we could change so personnel is debriefing. Regarding getting out information in time, we do the best we can. We want to make sure we send out the right information. With this incident, we didn’t know where the perpetrator was. First thing we focus on is the students and staff and that they are safe.
E. Dr. Pascarella stated that at the last Board meeting during public participation, an issue with band uniforms was brought up. J. Martino stated that some money was moved around, and they are assisting with the band uniforms.

DISCUSSION
2019-2020 Budget
- On January 22, 2019 at 2:30 pm sprinklers in the C building froze and two sprinkler heads burst. The water went from C-4 down to the cafeteria. JP McGuire was on scene by 3:30 pm and stayed until 2:00 am. Damage was done to ceiling tiles, floor tiles, furniture, computer lab, textbooks and a copier. The insurance company has been contacted and there is a $100,000 deductible on the claim. J. Martino feels we will reach $100,000 damage. Some areas of the floor tiles have glue with asbestos so temporary carpeting will be put over them. We will need a whole week to do an abatement, so carpets are temporary. Dr. Pascarella stated that the environmental company was called in to test the air and make sure that it’s safe. The abatement is costly and not covered in insurance policy. Dr. Pascarella contacted Ryan Bingham to see if he can get legislature to help with paying for it because that is money that will come out of our budget. Should know more by next week. J Martino stated that it will be a room by room basis.
- F. Santos asked how this happened and if the room was not heated properly to prevent the pipe from freezing. J. Martino stated that there was an issue with the fresh air damper, so it pumped more cold into the room.
- F. Santos asked what the ballpark figure was on damage to which J. Martino replied probably around $250,000.
- K. Truchsess commended the staff at DHS on their efforts. Even though the school was on a three-hour delay, staff was still there in the morning going through their materials to prepare for the school day.
- R. Chaleski said she had emailed question on terminology on bilingual versus ELL. In new ECS formula there is a 15% weight for ELL and that should have happened this year. Dr. Pascarella stated that they didn’t use it in the calculation.
- R. Chaleski inquired if the Board will receive updates from Ryan Bingham like we did last year to which Dr. Pascarella and J. Martino said yes.
- R. Chaleski stated that there was a good conversation at the CABE breakfast regarding the Disruptive Classroom Bill and that the Board should be aware that it will come up again during this legislative session.
- The Disruptive Classroom Bill was vetoed last year. If it goes through as it is now, money is going to have to go to interventionists, counselors and behaviorists in another fashion. This bill puts too much burden on the school and district to react in a way for every student when there are a certain number of students to spend the money on. R. Chaleski stated that the bill also goes against the whole movement for proactive and positive discipline.
- K. Truchsess stated that it also violates the IDEA by giving one-person authority to make a unanimous decision.
• Dr. Pascarella stated that if this goes through, we will see a high number of students expelled. This bill takes the authority away from the administrator.

• J. Martino stated that there will be a meeting on January 30, 2019 with City Council members. The packet provided to the Board at tonight’s meeting is the current proposal.

• A school counselor is proposed for DHS and WSMSA, as well as increased teaching staff, particularly at secondary level.

• There is an increase in SPED staff from 3 FTEs to 4 FTEs. K. Truchess stated that DHS needs three alone. They need two resource teachers to accommodate growing needs in 10th and 11th grades and one self-contained teacher as well as an additional elementary teacher. They are looking at some of the growth on incoming preschoolers as well.

• Change in staff on contractual increases. 3.4% salary increase. $7.7 million overall total increase.

• 2.8 FTEs at WSMSA with growth. There will be growth at WSMSA in the next couple years, as well as DHS.

• Dr. Pascarella stated that SPED is growing and bilingual is growing so we need to address that.

• J. Martino stated that we did not have to add extra busing.

• K. Truchess stated that they are partnering up on SPED transportation with other districts which is helpful. The district is looking to do the same with partnership for transportation to the agricultural school.

• The Board will vote on the budget on February 14, 2019 and it will then be handed over to the Mayor on February 15, 2019.

• G. Cooper asked how we can get parents and community to support our budget? R. Pietrafesa brought up that they have tried to hold budget workshops for the community with a very low turnout.

Dr. Pascarella stated that we can make a better effort at the PTO monthly meetings and inform them to spread the word back to their schools. Teachers have indicated an interest in helping out as well.

F. Santos stated that this issue is something that can roll into the Community Relations Committee since it’s their job to get the community informed.

INFORMATION
A. Educational Specifications for oil tanks
   King Street Intermediate, King Street Primary and Rogers Park Middle School had oil tanks that failed their tightness test and need to be replaced.

B. Morris Street School’s PTO received a $6,000 grant for technology.
   R. Chaleski asked which grant was awarded. Dr. Pascarella stated that he would look into it.

BOARD CHAIRPERSON’S REPORT
A. Board Committees/PTO liaisons
B. PTO Liaisons:
   • DHS - K. Conetta will replace A. Spallino
   • RPMS - E. Palmares will replace K. Molinaro
   • Ellsworth - K. Conetta will replace K. Molinaro
   • Mill Ridge - A. Spallino will replace K. Molinaro
   • Morris - K. Conetta will replace E. Palmares
   • Shelter Rock - R. Pietrafesa will leave, F. Santos will remain
   • Stadley Rough - R. Pietrafesa will replace A. Spallino

C. Board Committees:
   • R. Chaleski will add TDEC/TEVAL and Ad Hoc interviews
   • G. Cooper will add Negotiations/Teachers and Ad Hoc interviews
   • R. Jannelli will add EdAdvance
   • F. Karrat will add Policy
• K. Conetta will take Community Relations
• E. Palmares will add Policy and Adhoc interviews
• E. Palmares will leave Negotiations/Non-Teaching
• R. Pietrafesa will add Operations and Superintendent Evaluation
• R. Pietrafesa will leave Policy and Negotiations/Teachers
• F. Santos will leave Community Relations
• F. Santos will add Ad Hoc interviews

• K. Truchsess encouraged anyone who hasn’t yet gone to an expulsion hearing to attend one. It is not something done often so there isn’t a committee in place. If anyone is interested, the requirement is to observe three before you can participate.
• F. Karrat suggested having five people available that can rotate through.
• E. Palmares asked if it would be possible for D. Warner to include in expulsion emails the difference to participate and to observe this way Board is aware of the policy. K. Truchsess stated she will take care of that.
• Dr. Pascarella stated that we can hire a hearing officer if we have difficulty getting Board members to expulsion meetings.
• R. Pietrafesa asked if it can be done later because it’s difficult for working people. K. Truchsess said sometimes we are working with police officers and the time has to be convenient for them administrator dealing with explosions and the student’s family. K. Truchsess stated that she cautions making an actual committee. When the email goes out, it is best to “reply all” with your availability dates and times.
• G. Cooper asked if we can look at moving expulsion meetings back to a set time of 6:30 pm the way they used to be done. The majority of Board agreed with that time.

BOARD REPORTS, COMMUNICATIONS AND COMMENTS
• R. Chaleski stated that CABE’s A Day on the Hill will be held on March 20, 2019 at the Bushnell Autorino Great Hall. It will be another opportunity to talk to legislatures.
• Budget workshop on January 30, 2019 at 7 pm.
• Ad Hoc on January 30, 2019 at 6 pm.
• Enrollment Study on February 13, 2019 at 5:30 pm.
• Dr. Pascarella stated that Danbury Day has been rescheduled and he will keep the Board updated on new date.
• F. Santos informed the Board that the Danbury Schools and Business Collaborative (DSABC) will be holding a wine, beer and food tasting fundraiser at MAX Wine and Spirits on March 22, 2019 at 6 pm.

ADJOURNMENT
G. Cooper moved, seconded by D. Metrena that the Board of Education adjourns its Meeting of January 23, 2019 and the meeting adjourned at 8:59 pm.

__________________________
Gladys Cooper, Secretary

(Meeting was videotaped)
Present: Rachel Chaleski, Kate Conetta, Gladys Cooper, Patrick Johnston Frederick Karrat, Emanuela Palmares, Ralph Pietrafesa, Farley Santos, Amy Spallino

Absent: Richard Jannelli, David Metrena

Also Present: Dr. Pascarella, Joe Martino, Kelly Truchsess, Kim Thompson, Kevin Walston, Kara Casimiro, Anne Mead; City Council Members Robert Taborsak & Warren Levy.

The Chairperson, Patrick Johnston, called the meeting to order at 6:00 p.m. and turned the meeting over to Mr. Martino.

Mission and Belief Statement
Our mission is to develop in all children the knowledge, skills, attitudes and values which will enable them to live a productive and self-fulfilling life and engage in responsible citizenship in a global society.

Beliefs
- Children are our first priority.
- Education decisions and actions should be based on BEST practices in the field of education.
- Partnership between parents, educators, students and community is important for students’ success.
- All children can learn.
- High expectations and accountability for all.
- Educators should provide varied experiences and instructional opportunities to meet student’s individual needs.
- Schools should provide safe and productive learning environments based upon mutual respect, trust and cooperation.

State of Connecticut Budget Concerns
- The District will work closely with our elected officials to continue to monitor the State budget process.
- This budget assumes flat state funding for 2019-20 due to the financial condition of the state. However in the 2019-20 the new state ECS formula shows an increase in educational aid to Danbury of approximately $1,000,000.

Key Budget Elements
- Enrollment
- Impact of additions
  - 7th Grade at Westside Middle School Academy
  - Growth at Danbury High School
- Alliance/ECS funding from the State of Connecticut
- Overview of 2019-20 Budget
- Address ongoing needs of our Special Education and ELL students

Enrollment Trends
- While CT total public school enrollment has steadily declined over the last decade, Danbury’s has steadily increased.
- Total school enrollment for Danbury Schools has increased 5.7% over the last 5 years, and 13.2% over the last 10 years.
- Steady rate of increase appears to be levelling off.
- PK-12 Enrollment projections see medium to high projections for continued increase in enrollments; low projection for leveling off in enrollment.
- Cost per student: Danbury remains far below the State, Norwalk & Stamford levels.
Alliance/ECS Program
- Danbury received $9.4 million in 2018-19, which helped address several key instructional areas:
  - Fully implement all-day Kindergarten District-wide.
  - Provided additional intervention support in reading.
  - Increased our ELL support using a Sheltered Instruction Observation Protocol model (SIOP).
  - Increased our Bilingual Teachers to provide additional support to non-English speaking students.
  - Provided one full time social worker at each elementary school.
  - Provided additional administrative support.
  - Middle School Department Chairs.
  - Provided additional Math Specialist at K-5 Level.
  - Instructional Supplies for the Common Core.

Salary Accounts
This includes the following:
- $3,492,734 in salary increases and ($875,000) Projected Retirement Savings

Program Improvements:

Elementary Schools
- 2 Elementary Classroom Teachers $140,000
- 2 Elementary Art, PE and Music $140,000
- 4 Elementary Math Coaches $280,000
- 3 ESL/Bilingual K-5 $210,000
- Park Ave Asst Principal no longer in grant $65,087

Middle Schools
- 0.5 Middle School Math Interventionist $35,000
- 1 Middle School Safety Advocate $21,000
- 2 Westside M.S. Grade 7 $196,000
- 1 Pupil Personnel Westside M.S. $70,000

Danbury High School
- 5 High School Teachers $350,000
- 1 Dean of Freshman Academy $70,000
- 1 Counselor $70,000
- 1 Technical Support Analyst $35,000 Special Education
- 4 K-12 Special Education $280,000
- 1 Pre-K Special Education $70,000
- 1 Special Education Reading Consultant $70,000
- 2 Speech and Language Pathologists $140,000

Staffing Projections and ECS Planning
As part of the anticipated legislative approval process Danbury is scheduled to receive an additional $1 million dollars. The increased resources are required to reduce the academic achievement gap and must be part of our district wide improvement efforts:
- Danbury High School Increase Graduation Requirement
- Social, Emotional and Behavior Supports k-12 (Counselors, Social Workers)
- Elementary Classroom Teachers (Enrollment)
- Provide Additional Support Services for Interventions, Special Education and Bilingual Students.
- Special Area Staffing (Art, Music, and Physical Education)
- Reading and STEM supports

Employee Benefits
Employee Benefits are budgeted at $29,688,605 for 2019-20 which represents an increase of $1,306,800 or 4.60%
The health insurance renewal for 2019-20 is 4.8% or $1,203,695. This amount is based on the following:
  o We continue to see low renewal based on our High Deductible health plans
  o The district has also seen below average claims when compared to national trends.

Workers Compensation
  o The district continues to see increases in workers compensation renewal due to higher claims.

Budget Overview
Services and Fees
  Services and Fees are budgeted at $5,851,842 for 2019-20, which represents an increase of $351,072 or 6.38%.
    o Our largest area of increase is in our Special Education Tutors account, which is driven by contractual raises and IEP requirements. The increase of $128,512 is based on mandated special education requirements and salary increases.
    o Increase our Occupational Therapy support services due to increased caseloads at our preschool level.

Budget Overview Transportation and Tuition
  Utilities and Repairs are budgeted at $1,097,432 for 2019-20 which represents an increase of $5,187 or 0.47%.
    o Refuse account is also increasing 3.5% based on our current contract.
  Transportation and Tuition are budgeted at $14,043,908 for 2019-20, which represents an increase of $474,199 or 3.49%.
    o We are in the 3th year of our contract with Student Transportation of America which includes a 3.5% increase in transportation costs.
    o All propane bus fleet which has reduced cost and cut CO2 emissions
    o Special Education Transportation is also increasing based on contract increases.
    o Special Education tuition costs are rising due to increases in placements and tuition increases.

Budget Overview
Supplies
  Supplies are budgeted at $5,076,804 for 2019-20, which represents an increase of $329,398 or 6.94%.
    o The District and City have locked fuel costs for the 2019-20 school year
    o Bus fuel cost increase of $35,600
    o Heating oil costs increase by $24,777
    o Due to the new construction project at Danbury High School and Westside Middle School we are increasing our electric budget for these locations.
    o The District is increasing resources for our science program at the k-5 level in order to support the new science standards.

Budget Overview
Equipment Dues and Fees, and Adult Ed
  Equipment and Program Improvements are budgeted at $736,666 for 2019-20, which represents an increase of $250,000.
    o This increase is for security improvements in several of our schools and to receive additional state funding for the next round of school security grants
  Dues and Fees, Adult Education and Bilingual are budgeted at $432,046 for 2019-20, which represents a flat budget.

Total Budget Request
$139,967,101 or 5.85%
  o $490,000 Danbury High School Expansion
  o $1,267,000 Enrollment Growth
  o $5,974,101 Operational Budget increase
Upcoming Dates
• Community Forum on the Board of Education Budget March 20, 2019 at 6:00 at Rogers Park Middle School
• Mayor’s Budget Presentation April 2, 2019 at City Hall
• City Council Education Budget Committee meeting TBA at City Hall
• City of Danbury’s Final Budget Adoption May 7, 2019

Our Challenge
• to provide a quality education for all students.
• to successfully pursue additional federal, state and foundational grants to serve our students and staff.
• to pursue regional purchasing in coordination with the city and area school districts.
• to locate additional cost savings in contracts and in general services.
• to provide time for professional development for our faculty and staff.

G. Cooper moved, seconded by R. Pietrafesa, to adjourn the February 6, 2019 Board Budget Workshop. The motion passed and the meeting adjourned at 8:15 p.m.

__________________________
Gladys Cooper, Secretary
This meeting was called to order at 5:34 pm by Joe Martino and turned over to Rebecca Augur of Milone and MacBroom who presented the Enrollment Study.

Findings from the enrollment study were:

- A steady population growth has continued since the last enrollment study update.
- A birth "bubble" was experienced in 2016 but it is not expected to see that high of a trend moving forward.
- Overall population growth estimate for 2016 was in line with CT DOT projections.
- Increase in births in 2016 (2021 kindergarten class).
- Since 2015, there has been a large drop off in multi-family permits issued.
- Housing sales, while still recovering from Great Recession, are up 50.8% from the 2011 low.
- Leveling off in sales since 2016.
- Condo sales have made up on average 45% of total home sales.
- Rental vacancy rates have decreased 4% since the 2011 high and are much lower than the County and State level Vacancy Rates.
- There is a strong housing market, which has a positive influence on population growth that we are seeing.
- Recent housing developments include Rivington, Victorian Meadows, Kennedy Flats, The Reserve and the Falcao/Thomas Building.
- While Connecticut’s total public school enrollment has steadily declined over the last decade, Danbury’s has steadily increased with 5.7% over the last five years and 13.2% over the last ten years.
- Danbury’s K-5 enrollment has increased 2.6% over the last five years and 11.7% over the last ten years. However, K-5 enrollments have slightly decreased this year. K-5 hit its historic enrollment peak in 2017-2018.
- 6-8 enrollment increased 7.8% in the last five years and 21.3% in the last ten years. Enrollment continued to rise this year.
- 9-12 enrollment increased 7.2% over the last five years with a slight decrease in 2018-2019.
- Families are moving into the district with students ready to matriculate at all ages.
- Arlington Woods produced the highest number of students per unit at .32%.
- Apartment/Condo developments were analyzed (Abbey Woods, Brookview Commons, Arlington Woods, 22 Oil Mill, Kennedy Flats, The Rivington, Sterling Woods). In the last three years, 179 K-12 students came from these developments.
- The Reserve has the largest potential for student generation due to the number of units. Expecting 61 students from this development during the five phases.
- There are 10 other approved multi-family developments, with three already under construction, estimated to add 213 units.

Exhibit #_19-32
• Enrollment history: Larger Kindergarten cohorts that started matriculating in 2007-2008 are now in high school.
• Seeing more in-migration of families with children with kindergarten enrollment.
• Projection Assumptions if:
  o Pre-K enrollments remain at current levels.
  o AIS Magnet total enrollment remains at 400.
  o WSMSA enrollment held at 250 students per grade from 2020-21 and on.
  o Bilingual self-contained program at Great Plain is dispersed with students returning to school of residence.
  o Hayestown Early Academy Skills classes remain in place.
• PK - 12 Enrollment Projections:
  o Projecting a decrease in K-5 enrollment next year, with enrollment staying below current 2018-2019 numbers.
  o Increases in 6-8 due to larger cohorts currently at elementary schools.
  o High school enrollment will be impacted significantly as larger elementary cohorts matriculate with a 7.9% increase over next five years.
  o Total K-12 enrollment is expected to increase 2.7% during the first five years and 5.5% by the end of the 10-year projected window.
• Great Plain, Park Ave and Mill Ridge experienced the strongest growth in the last two years. Morris St and AIS experienced the largest decline during the same time period.
• King Street campus stands out in growth with 900 students in five years.
• Rogers Park and Broadview has remained stable as Westside absorbed additional enrollments.
• DHS saw a ninth grade drop in enrollment form 943 in 2017-2018 to 870 for the 2018-2019 school year.
• Current 10th grade class is the largest over the last 17 years.

Discussion followed the presentation.
• J. Martino reminded Board that the housing projection doesn’t include the Matrix as it isn’t approved yet. We aren’t sure the exact number of units coming out of there, as well as an unknown for old News Times building.
• K. Truchess asked if projections were done for Pre-K to which R. Augur stated they did not.
• P. Johnston asked if there was a general rule of thumb number for how many kids will come from one- or two-bedroom apartments. R. Augur stated that she did not have that on hand but will send the information to J. Martino. It’s typically based on an average of the state but reminded members that Danbury is not following state trends right now.
• E. Palmares stated that Danbury is becoming more of an urban area and we need to accept that. Just because a building has a studio apartment doesn’t mean we won’t get students from there. In addition to cultural issues that factor into the numbers.
• Dr. Pascarella asked if there is any data that we can use for predictability with immigrant population? Any exponents? R. Augur stated there are none.
• R. Augur stated that in certain districts it’s absolutely the number of bedrooms that will tell you how many students are coming in, but in urban areas, it’s the price point that will dictate that. You have to take a look at both, price point and unit types (bedrooms) to see what it is going to generate.
• R. Augur stated that her company does enrollment studies for many districts. Danbury is truly an oddity in the state.

• At some point it has to level off because the city can’t continue to absorb the amount of housing. The leveling off just isn’t seen in the foreseeable future. We are part of the NY metro region. That is part of the growth. We need to be prepared to continue this wave for however long it’s going to persist.

• J. Martino referred to slide 29 and asked why the medium growth and high growth lines are so close together? R. Augur stated that they are hesitant to project on how much better housing will get because they’re already at historic highs right now. It would be more typical that the medium would be in between the high and low versus straddling the high.

• F. Karrat asked if there are any other towns that compares to us with level of growth? R. Augur stated that while Meriden does have some similarities in persistency ratios, they have not seen consistent growth in other districts for as long as Danbury has had.

• R. Augur stated that there is no sense in redistricting because that will just shift problems, it won’t solve them.

• K. Truhsess stated that if we could centralize pre-school, we can get three classrooms back at Hayestown and three classrooms at Great Plain. Having all students bussed to one location would probably free up some buses too, as long as we don’t centralize pre-school on the outskirts of town.

• F. Santos asked if we could use the Congregational Church. K. Casimiro stated they have very small classrooms.

• K. Truhsess stated that they have reached out to Wooster, but they are not interested in renting out their area at this time.

• J. Martino asked if there was any concern on the birth projections? R. Augur stated to keep in mind that we have a lot of births that happen out of state so that can revise projected numbers.

• Dr. Pascarella stated that the remodeling at DHS was done with the thought of 3500 students so there is room for the upcoming growth in numbers.

• Dr. Pascarella stated that the Board Facilities Committee will need to reconvene with this new information. J. Martino stated that there are other options that exist, and he encouraged the Board to not keep this as a standing study. We need to keep an eye on the numbers closely.

• Projected birth model is concerning as is the growth at the King Street Campus.

• Dr. Pascarella stated that this preliminary data was shared with the Mayor and City.

• E. Palmares suggested that this study be presented to the City Council so the residents of Danbury could see how they all have a stake in the growth of Danbury.

The meeting adjourned at 6:46 pm.

Gladys Cooper, Secretary
PLEDGE OF ALLEGIANCE
The Chairperson, P. Johnston, called the meeting to order at 7:00 pm and those assembled recited the Pledge of Allegiance followed by a moment of silence for the recent student tragedy and the passing of K. Molinaro’s husband.

ROLL CALL
Present: Rachel Chaleski, Gladys Cooper, Frederick Karrat, David Metrena, Emanuela Palmares, Ralph Pietrafesa, Farley Santos, Kate Conetta, Patrick Johnston, Amy Spellino
Absent: Richard Jennelli
Also Present: Dr. Pascarella, Joe Martino, Kelly Truchsess, Kim Thompson, Kevin Walston, Kara Casimiro

CONSENT CALENDAR
MOTION - R. Chaleski moved, seconded by D. Metrena that the Board of Education approves the items on the Consent Calendar, Exhibits 19-24 through 19-25, as recommended:

MINUTES
1/23/19 Special Board Meeting
1/23/19 Board Meeting

Motion passed at 7:03 pm

EMPLOYEE REPRESENTATIVE
The presentation began with a brief introduction by the Principal, Dr. Kristy Zaleta. She introduced Assistant Principal’s Ms. Perez and Ms. Battaglia. Dr. Zaleta then turned the presentation over to student members of the National Junior Honor Society. Highlights discussed were:
- Collaboration with Danbury Police Department and Danbury Fire Department for Start with Hello Week.
- Break the Silence presentation where stories were shared to bring awareness to bullying.
- For Halloween, students and staff had to pay $1 each to dress up. That money was used to buy playground equipment.
- Students are recognized during assemblies for Student of the Month, MobyMax Top 10, PRO Awards, Social Studies Stars and IXL Certificates to which students have logged 3,347 hours as a school!
- Extra-Curricular activities at the school include Concert Choir, Jazz Band, Math Club, Student Council, Musical Theatre, Girls STEM Program, SAVE Club, Tobacco Free Club, Gifted and Talented and Door Decorating.
- School activities that make school a little more fun include Break Out Box, Snow Fall Contest, Friday Coffee Cart, Recycling Club Video, Safe Walk, NJHS, Unified Sports, Leadership Summit, Soccer Tournament and Garden Club where students made apple cider.
- Collaborative Learning activities include Egypt PBL, Chemistry Breakout Box, Interland Online Safety, Gallery Walks, Fishbowl discussions.
- 7th graders will be hatching eggs and having a chicken run in the halls.
- Educational trips to Ellis Island, Blue Science on the Long Island Sound, Bronx Zoo and To Kill a Mockingbird on Broadway.

Exhibit # 19-33
• Performing Arts: Steel Drums, Band, Orchestra, Pop Choir and Guitar, Chorus.
• Media Center activities: STEM Jenga Tournament, Nutmeg Award book talks, tetrahedral display
  installed by students, genre specific book designation project, new eBook offerings, recording
  simulated radio broadcast lead-ins.
• Fine Arts: sketching, graffiti art, 3D paper mache sculptures.
• College and Career Readiness: JA in Two Days, CCSU field trip, Career Fair to be held on March
  21, 2019.
• Donors Choose Program has raised $241,000 by 801 supporters. Items bought include new books,
  chromebooks and headphones.
• Community partnerships include The Greater Danbury Garden Club, Collins Aerospace Girls’
  STEM Program and Praxair - Paint the Park Project which will be held on May 4, 2019 with a rain
  date of May 18, 2019. Praxair has donated $5,000 for paint and 50 volunteers. RPMS still needs 50
  more volunteers. A generous parent will be providing breakfast and Chic-Fil-A will be providing
  lunch.

ACTION ITEMS

A. 2018-2019 Budget
MOTION: R. Chaleski moved, seconded by D. Metrena that the Board of Education
adopt the Superintendent’s Fiscal Year 2019-2020 budget in the amount
of $139,967,101 (a 5.85% increase) for submission to the Mayor as
required by City Charter

R. Chaleski wanted to take the time to acknowledge the effort that is going in to communicating
the budget to the public and also thanked J. Martino for his presentation at the City-Wide PTO
meeting. In regard to the Budget Workshop held the previous week, she reminds the community
to remember that Danbury does not have the grandness or property values like Norwalk or
Stamford. R. Chaleski personally struggled over the 5.85% increase. Resources are scarce but
they’re scarce everywhere. She has heard horror stories from other towns and cities. It’s a shame
the way the state has inequitably funded education for so long that has pitted towns against towns
but also governing bodies within the same town. Danbury’s reputation precedes us. We are
known for how well we work amongst ourselves as a Board and with the City. R. Chaleski also
struggles with the tax issue that was brought up at Budget Workshop and it seems likely that
more will come down from state level. It is our number one job to be advocates of high quality
free public education for our kids and our kids need and deserve more. Therefore, she approves
the budget.

E. Palmares also mentioned that she wants to empower parents to go to City Hall and to
encourage property owners who don’t have children in the district to support our budget. This
budget isn’t because we want it, it’s because we need it with the supersize growth of Danbury.

Motion carried at 7:23 pm

B. Educational Specifications for oil tanks
MOTION: R. Chaleski moved, seconded by F. Santos that the Board of Education approve
the educational specifications for oil tanks

Motion carried at 7:24 pm
SUPERINTENDENT’S REPORT

A. TDEC Update
K. Walston reported out to TDEC committee last week. They wanted to make sure that the TDEC Committee also had the opportunity to provide feedback on the statements. It was also shared with staff and the community. Some staff members felt that they didn’t see themselves in the statement of the initial draft of the vision statement. There were also questions and concerns about some of the language. So, part of their job as outlined in the strategic planning timeline is that they will get out there to the community and continue to get feedback before they bring it back to TDEC again for consideration. TDEC will also receive their own survey. As of right now, the timeline calls for the last Board meeting in March.

B. Nellie Mae Workshop
K. Walston stated that he, K. Casimiro, J. Coco, A. Mead, M. Nadeau and two community representatives (parents) went to the workshop in Massachusetts. In many ways the convening was about district shared and best practices around equity work. On the first evening they participated in a fishbowl like activity where other districts give you feedback on how the practice is going in your district. They were challenged with the questions of “has your district defined what equity means to you?” and “how are you going to operationalize this idea of equity?” They were there for three and a half days engaged in serious discussions on how equity is going to live in their day to day work. They came to the realization that it needs to live in the strategic planning process. The vision and mission statements now have a draft including equity. Those were outcomes from that workshop. Also challenged to see that this lives in the schools and that every school should have an equity team. These equity teams need to hold the school responsible for the values of equity.

C. Superintendent Goals/Student Achievement Workshop, March 6th
A lot of data has been collected and would like to present at a workshop on March 6, 2019.

D. Public Forum on Budget, March 20th, 6:00 p.m. at RPMS
The forum will be to discuss the budget that was approved tonight. The obligation is to try to put together a budget that makes sense of what the needs of our students are. At the presentation we will break down in to small groups and talk about the budget rather than only a Q&A. J. Martino stated that a flyer has been completed to send out. Dr. Pacarella will make sure it is put on social media. The City-Wide PTO is helping to promote the night. Dr. Pacarella asked the Newstimes, Z. Murdock was in attendance, and other language papers to spread the word.

E. Veterans’ Day Update
K. Walston stated that he met with the City-wide PTO and with a subcommittee to address the idea of having Veterans Day on as opposed to off. Veterans from the community, as well as staff members in the district who are veterans, gave their feedback. For the next calendar year, they would like to get veterans in front of the City-wide PTO to have a meaningful dialogue around this idea. K. Casimiro stated that they met with T. Saadi and council representatives. There were mixed feelings of having school on Veterans Day. Three were for the idea but five were against it. Most of the wonderings from the group was if this was just a way to get a day on the school calendar. City Wide PTO was all for it. K. Walston will invite the VA to the City-Wide PTO and in hopes of getting cross dialogue. One of the things that came from the meeting was the importance of the day and finding ways to recognize it in school regardless of the outcome of this particular process. One way or another, we will be able to put together some programming in honoring veterans regardless of day. K. Walston stated that there were strong feelings on both sides. Some felt very strongly for it and felt it was an opportunity to teach.
Dr. G. Pascarella stated that February is Black History Month. There are a number of activities going on in the district such as essay writing and other things.

Dr. G. Pascarella spoke of the recent weekend tragedy. He stated that they are reviewing district programs and seeing what we can do to keep supporting staff and students and making sure we have a safe environment. Our job has been to support and comfort our students and faculty and to communicate with the family to do what we can to assist. There may be a lot of questions out there, but our work has been and will continue to be with helping the youngasters and staff who have been impacted. Dr. Pascarella also stated that there are some other things going on with authorities and that the district is cooperating. Dr. Pascarella thanked K. Truchsess and her team for their work with staff and students.

**DISCUSSION**

Dr. Pascarella spoke of the enrollment update and the presentation held before the Board meeting. The district is working with Friar. They are looking at everything and options we may have. At some point, they will meet with Facilities Committee to talk about some opportunities we have on how to accommodate growth. Looking at bricks and mortar and other modules as well.

In regard to the water leak at DHS, J. Martino stated that the ceiling tiles have been replaced. Furniture and computers are starting to come in. The insurance has approved the asbestos abatement. Summer school will be moved to Broadview Middle School due to abatement. The air is still being monitored as well as testing of the tiles and we are in the clear. Since carpet has been temporarily put in, they have noticed a reduction in noise. Carpet would get damaged quickly with the foot traffic, but they are looking into alternatives other than hard vinyl tile.

F. Santos asked if they figure out what the heat issue was that caused the water leak. J. Martino stated that work orders weren’t put in other than the school store being hot. F. Santos will look into it.

R. Chaleski asked when the space study will be ready. J. Martino stated he hopes to bring it to the Facilities Committee by the end of March.

**BOARD CHAIRPERSON’S REPORT**

**A. Updated Committee & PTO Lists**

\> Spallino stated that the Stadley Rough PTO meeting is held on the second Tuesday of the month. An edit to the schedule needs to be made.

**B. Superintendent Evaluation Process**

\> R. Chaleski stated that she received the updated superintendent's evaluation process guidelines from CABE. She would like for the Superintendent's Evaluation Committee to consider it. She especially appreciated the introduction as well as timeline and flow chart. A Superintendent's Evaluation Committee meeting was scheduled for February 20, 2019 at 5:30 pm.

\> G. Cooper stated that R. Jannelli will be taking a leave of absence for at least 3 months.

**BOARD REPORTS, COMMUNICATIONS AND COMMENTS**

F. Karrat stated that the Ad Hoc Subcommittee was cancelled. A reschedule date of February 27, 2019 at 6:00 pm was approved.
EXECUTIVE SESSION
MOTION: R. Pietrafesa moved, seconded by F. Santos, that the Board of Education convene in Executive Session for the purpose of the Superintendent’s performance.

Motion carried at 7:50 pm

Present: Rachel Chaleski, Gladys Cooper, Frederick Karrat, David Metrena, Emanuela Paimares, Ralph Pietrafesa, Farley Santos, Kate Conetta, Patrick Johnston, Amy Spallino
Absent: Richard Jannelli

PUBLIC SESSION
MOTION: D. Metrena moved, seconded by R. Pietrafesa, that the Board of Education return to Public Session.

Motion carried at 8:45 pm

ADJOURNMENT
F. Karrat moved, seconded by F. Santos, that the Board of Education adjourns its Meeting of February 13, 2019 and the meeting adjourned at 8:45 pm.

Gladys Cooper, Secretary

(Meeting was videotaped)
Present: Rachel Chaleski, Gladys Cooper, Patrick Johnston, Frederick Karrat, Emanuela Palmares, Ralph Pietrafesa, Farley Santos, Amy Spallino

Called In: David Metrena, Kate Conetta

Absent: Richard Iannelli

Also Present: Attorney Tom Mooney, Shipman & Goodwin

Mr. Johnston, Board Chair, called the meeting to order at 6:35 p.m.

EXECUTIVE SESSION:

MOTION: F. Karrat moved, seconded by R. Chaleski, to convene in Executive Session for the purpose of discussing the Superintendent’s performance.

The motion passed at 6:35 p.m.

PUBLIC SESSION:

MOTION: F. Santos moved, seconded by F. Karrat, to return to Public Session.

The motion passed at 8:00 p.m.

ADJOURNMENT:

MOTION: F. Karrat moved, seconded by F. Santos to adjourn the February 19, 2019 Special Board Meeting.

The motion passed at 8:00 p.m.

Gladys Cooper, Secretary
DANBURY BOARD OF EDUCATION  
SPECIAL BOARD MEETING MINUTES  
FEBRUARY 22, 2019

Present: Rachel Chaleski, Gladys Cooper, Patrick Johnston, Frederick Karrat, Emanuela Palmares, Ralph Pietrafesa, Farley Santos

Called In: Amy Spallino, David Metrena, Kate Conetta

Absent: Richard Jannelli

Mr. Johnston, Board Chairman, called the meeting to order at 6:00 p.m.

EXECUTIVE SESSION:

MOTION: R. Chaleski moved, seconded by E. Palmares, to convene in Executive Session for the purpose of discussing the Superintendent’s performance.
The motion passed at 6:00 p.m.

PUBLIC SESSION:

MOTION: F. Karrat moved, seconded by F. Santos, to return to Public Session.
The motion passed at 7:45 p.m.

ADJOURNMENT:

MOTION: F. Karrat moved, seconded by F. Santos to adjourn the February 19, 2019 Special Board Meeting.
The motion passed at 7:45 p.m.

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Gladys Cooper, Secretary
Present: Rachel Chaleski, Frederick Karrat, Emanuela Palmares, Amy Spallino
Also Present: Gladys Cooper, Patrick Johnston

The meeting was called to order at 6:05 p.m. R. Chaleski nominated A. Spallino, seconded by F. Karrat, for the position of committee chair. Motion passed.

F. Karrat confirmed and members agreed that the purpose of the Adhoc Subcommittee is to professionalize the board and provide continued education to its members. A. Spallino said the work of the committee is to include new board member orientation, board retreat, board workshops, and training synchronized to board presentations.

Suggestions for committee goals and objectives included:

- Hold workshop on teacher Professional Development with regards to state requirements and the school calendar.
- Hold workshop to provide an in-depth understanding of the ESL curriculum. There are shared concerns regarding current and best practices.
- Create a central repository of programs and conventions held by such groups as the National School Board Association (NSBA) and the Connecticut Association of Boards of Education (CABE).
- Create welcome letter for new members.
- Propose a timeline for board self-assessment; discussion included an end of year debrief and beginning of year review.
- Create a template for reporting information from PTO and Committee meetings back to the full board. There was a concern raised that a template should not replace actual board presence.
- Create board news-letter. Members agreed that work should fall under the Community Relations Committee.
- Review Expulsion Hearing training and processes.
- Review Board Committee schedule. Committees should be established and convene at the beginning of the calendar year, immediately following elections.

Members agreed to review the current Board by-laws before the next committee meeting on March 13 at 6 p.m.

A. Spallino moved, seconded by F. Karrat, to adjourn the February 27 Adhoc Sub-Committee Meeting. The motion passed and the meeting adjourned at 6:45 p.m.

Rachel Chaleski, Secretary