

**DANBURY BOARD OF EDUCATION**  
**COMMUNITY RELATIONS COMMITTEE MEETING**  
**MARCH 5, 2020**

Present: Richard Jannelli, Amy Spallino, Kate Conetta

Also Present: Dr. Sal Pascarella, Kevin Walston, Courtney LeBorious, Gladys Cooper, Kathryn Hodgdon

Meeting called to order by G. Cooper at 6:15pm.

Motion made by A. Spallino, seconded by K. Hodgdon, to appoint R. Jannelli as the chair. Motion passed.

Motion made by K. Conetta, seconded by R. Jannelli, to appoint A. Spallino as the co-chair. Motion passed.

Discussion ensued about proposed Superintendent's budget and how to promote information to the public to elicit support. Methods discussed included: letters to newspapers, online/social media, cable access TV/Hatters TV and in-person presentations.

Motion made by K. Conetta, seconded by A. Spallino, to adjourn the March 5 Community Relations Committee Meeting. Motion passed and the meeting adjourned at 7:45pm.

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Kate Conetta

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2020 MAR 16 P 4: 11

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**DANBURY BOARD OF EDUCATION  
COMMUNITY RELATIONS COMMITTEE MEETING MINUTES  
FEBRUARY 25, 2020**

Present: Joe Britton, Kate Conetta, Richard Jannelli  
Absent: Loren Daly, Amy Spallino  
Also Present: Dr. Sal Pascarella, Kevin Waltson, Gladys Cooper, Kathleen Molinaro

The meeting was called to order at 6:00 p.m.

The committee will wait to vote on a new chair until fill committee can meet.

R. Jannelli asked committee for ideas to move BOE agenda forward as it pertains to the budget.

How will the committee engage the community to further understand the processes of the Board?

K. Conetta asked if there would be any constraints on us as we advocate for the budget.

R. Jannelli suggested that Dr. Sal and his cabinet use Hatters TV as a source to get budget info to the public.

K. Waltson reminded us that the District has a Facebook page and Twitter to utilize. Also has a list of church communities for this purpose.

R. Jannelli suggested a letter to the editor for all local newspapers. K. Conetta suggested that more than one letter is necessary.

J. Britton wants to include school PTO's and utilize their potential to emphasize importance of budget.

Dr. Sal wants a script – so all BOE members speak to the public from the same narrative. He and his staff will bring us a draft.

J. Britton moved, seconded by K. Conetta to adjourn the meeting. The motion passed and the meeting was adjourned at 7:10 p.m.

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Kathleen Molinaro, Secretary

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**DANBURY BOARD OF EDUCATION**  
**POLICY COMMITTEE MEETING MINUTES**

**MARCH 4, 2020**

Present: Rachel Chaleski, Kate Conetta, Albert Russo

Absent: Joseph DaSilva, Kathleen Molinaro

Also Present: Gladys Cooper, Dr. Sal Pascarella, Kevin Walston, Courtney LeBorious

The meeting was called to order at 6:05 p.m. and turned over to K. Walston who gave an overview and distributed copies of the meeting agenda and portion of Policy Series 3000: Business/Non-Instructional Operations.

Dr. Pascarella gave an update on Coronavirus Preparedness. In 2009, Danbury Public Schools worked with the City to develop and implement a pandemic influenza preparedness plan as required by law. Dr. Pascarella explained the current steps being taken to prepare according to plan. Dr. Pascarella is in communication with the Mayor, City Health Director, the CSDE, DPS Faculty and Staff, as well as other Superintendents. Communication will be sent to parents/guardians of students, as well as posted on the District website.

R. Chaleski gave a brief overview on a district comparison of the CABE required and recommended policies in the 3000 series.

Going forward, K. Walston recommends the Committee prioritize policies that are identified as required. He will meet with Administration to obtain and provide feedback on policies recommended by CABE. K. Walston and C. LeBorious reviewed the 3000 series as it relates to Finance and Operations. His suggestion is to review a section at a time.

The Committee reviewed three required policies in the series. The consensus of the committee was to make the following recommendations to the full Board:

- P3541.5 Transportation Safety and Complaints: accept as presented.
- P3542.22 Food Service Personnel Code of Conduct: accept as presented.
- P3524.1 Pesticide Application: will review with Sites & Facilities Coordinator.

Within Policies 3000 through 3170, K. Walston and C. LeBorious identified 6 recommended policies. The committee reviewed these and make the following recommendations to the full Board:

- P3000 Concept and Roles in Business and Non-Instructional Operations: accept as presented.
- P3010 Goals and Objectives: accept P3010(a) and omit P3010(b)
- P3100 Budget/Budgeting System: replace existing policy with alternate language as adopted by Newtown Public Schools.
- P3110 Budget, Planning: accept with modifications.

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- P3160 Transfer of Funds between Categories, Amendments: replace existing policy with current Newtown Public Schools P3160(a) with modifications.
- P3170 Budget Administration: further clarification needed and will be reviewed again before presented to the full Board.

K. Walston explained that modifications will be sent to CABE and will be presented to the full Board for a First Reading. K. Walston asked if the committee would like to review the CABE series 9000 Bylaws before being presented to the full Board for a First Reading. The consensus was to present the modifications to the full Board.

K. Walston requested to review the work of the Portrait of a Graduate at the next Policy Committee Meeting as it relates to Policy. Laptops and binders will be made available at the next Policy Committee Meeting, which will be held on Wednesday, April 1 at 6:00 p.m.

The March 4, 2020 Policy Committee Meeting adjourned at 7:57 p.m.

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Rachel Chaleski

**DANBURY BOARD OF EDUCATION**  
**SITES & FACILITIES COMMITTEE MEETING MINUTES**  
**FEBRUARY 26, 2020**

Present: Joseph Britton, Joseph DaSilva, Kathleen Molinaro, Albert Russo, Amy Spallino

Also Present: Rachel Chaleski, Gladys Cooper, Richard Jannelli, Kate Conetta, Dr. Pascarella, Courtney LeBorious, Kara Casimiro, Kevin Walston, Kelly Truchsess, Rich Jalbert

Board Chair G. Cooper called the meeting to order at 6:02 p.m.

G. Cooper asked for nominations from the floor for chair and vice-chair.

K. Molinaro nominated J. Britton for Chair. The motion was seconded by A. Spallino and passed unanimously.

K. Molinaro nominated J. DaSilva as Vice-Chair. The motion was seconded by A. Spallino and passed unanimously.

J. Britton turned the meeting over to R. Jalbert.

R. Jalbert updated committee on Science tabletops in question regarding asbestos. State has agreed that a testing be done – results will be known in a week.

J. Britton asked K. Casimiro for an update on Nashville trip. Discussion ensued.

J. Britton asked Dr. Pascarella to update committee on classroom space issues. Granville and Matrix discussed.

J. DaSilva asked how residency is verified for school attendance.

J. DaSilva said the next meeting will be in conjunction with the 2020 Task Force for a report on Nashville.

Dr. Pascarella said he will have an additional safety advocate at dismissal time at South Street.

J. DaSilva moved, seconded by A. Spallino, to adjourn the February 26, 2020 Sites and Facilities Committee Meeting. The motion passed and the meeting adjourned at 7:01 p.m.

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Kathleen Molinaro, Secretary

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DANBURY BOARD OF EDUCATION

SITES & FACILITIES COMMITTEE MEETING MINUTES

(Committee met in conjunction with the 2020 Danbury Public Schools Task Force)

FEBRUARY 11, 2020

Present: Joseph Britton, Joseph DaSilva, Kathleen Molinaro, Albert Russo, Amy Spallino

Also Present: Mayor Boughton, Gladys Cooper, Richard Jannelli, Kate Conetta, Rachel Chaleski, Antonio Iadarola, Richard Jannelli, Warren Levy, Dr. Salvatore Pascarella, Lisa Ruffles, Terry Sachs, Frederick Visconti, Kevin Walston

The Chair of the Sites & Facilities Committee, J. Britton called the meeting to order at 6:05 p.m. and turned it over to Rebecca Augur of MILONE & MACBROOM and Glenn Yeakel of Friar Associates who reviewed enrollment projections, as well as short and long-term facilities options and recommendations at the pre-kindergarten, elementary, middle and high school levels to address the enrollment growth and areas of need.

The attached 2020 Danbury Public Schools Task Force, Options for the Future, was presented to the Committee.

The floor was open for questions. Discussion ensued. Details can be heard on archived meeting videotape.

Discussions related to enrollment projections consistently surpassing projections over the last ten years and the need to act quickly to address our student needs, as well as how space is to be allocated and which grade level to focus on.

Options were considered: year-round schools, half days and distance learning. While they have been considered, they are not however ideal for teaching and learning.

Team is going to Nashville in March to look at how school districts are meeting school needs as it relates to trades and internships.

Mayor Boughton introduced Boy Scout (Troop 135) Gary Prybylski, Jr., a seventh-grade student at Westside Middle School Academy. Gary explained that he is in attendance to complete one of the requirements for a Citizenship of Community Merit Badge as he works toward his Eagle Scout Rank.

The meeting was adjourned at 7:19 pm.

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Kathleen Molinaro, Recording Secretary

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(Meeting was videotaped)

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**DANBURY BOARD OF EDUCATION**  
**BOARD BUDGET WORKSHOP MEETING MINUTES (REVISED)**  
**FEBRUARY 11, 2020**

Present: Joseph Britton, Rachel Chaleski, Kate Conetta, Gladys Cooper, Joseph DaSilva, Richard Jannelli, Albert Russo, Amy Spallino

Absent: Loren Daly, Kathryn Hodgdon, Kathleen Molinaro

Also Present: Dr. Sal Pascarella, Kevin Walston, Courtney LeBoriosis, Kim Thompson, Kelly Truchsess, Dr. Kara Casimiro, Keshia Smith, Stephanie Furman, Kristen Bradley, Christopher Roche, Dr. Edie Thomas, Dr. Kristy Zaleta, Dana Perez, Dr. Frank LaBanca, Dan Donovan

The chair of the Finance Committee, R. Jannelli, called the meeting to order at 5:10 p.m. He asked that questions be held until the end of the presentation. A subsequent workshop will be held tomorrow, February 12 at 5:30 p.m. prior to the regular board meeting to allow for additional discussion and questions on the budget.

The Superintendent's Preliminary 2020-2021 Budget Proposal was distributed to all present members. The meeting was turned over to Director of Finance and Operations Courtney LeBoriosis who reviewed the attached presentation.

The presentation included video clips of students in schools and at various activities, a portion of Pockets of Excellence January 2020 NEASC Visit to Danbury High School, and ELL and World Language Coordinator Augusto Gomes.

Several school principals spoke about the need for additional support in the schools.

R. Jannelli thanked Courtney for the details in the presentation and thanked the principals for their attendance. He reminded Board Members of the budget timeline and that there will be an additional workshop held tomorrow.

The February 11 Board Workshop adjourned at 6:06 p.m.

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Rachel Chaleski

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