

# DANBURY BOARD OF EDUCATION MEETING MINUTES

WEDNESDAY, MARCH 23, 2011- 7:00 PM

Administrative Center - 63 Beaver Brook Road

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## *A G E N D A*

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Present: R. Austin-James, G. Cooper, M. Fazio, I. Fox, R. Jannelli, K. Molinaro, R. Taborsak  
S. Pascarella, W. Glass, J. Emmett, E. Longo, K. Thompson from Administration  
Absent: E. Alberts, K. Gailliard, S. LeRoy, J. Scozzafava

### CALL TO ORDER

The Chairperson, Irving Fox, called the meeting to order at 7:02 p.m. and those assembled recited the Pledge of Allegiance.

### RECOGNITIONS

College Board AP Achievement Award for Danbury – Danbury High School received this award for significant gains in Advanced Placement access in student performance. Chairman Fox states there were 388 school districts across the nation that was honored, and the purpose of this honor is to recognize districts and schools that have opened up access to AP classes while maintaining superior performance on AP exams. I. Fox comments that this award is based on work that was done last year, so even going into this year, we approved Project Open Doors which expanded the enrollment further, our existing efforts were enough to earn us this recognition up through last year. This is a testament to the administration, everyone at the high school, and everyone associated with the AP program for making that a huge success in the district.

Chairman Fox also recognizes the Parent SEE Class for their attendance at this meeting.

PUBLIC PARTICIPATION - None

### CONSENT CALENDAR

**MOTION** - R. Jannelli moved, seconded by R. Taborsak that the Board of Education approve the items on the Consent Calendar, as recommended:

#### A. MINUTES

Board of Education Meeting Minutes, 3/9/11  
City/Board Building Committee Minutes, 3/10/11  
Special Board Meeting Minutes (Exp), 3/14/11  
Special Board Meeting Minutes (Exp), 3/14/11  
Special Board Meeting Minutes (Exp), 3/15/11  
Policy Committee Meeting Minutes, 3/16/11

#### B. PERSONNEL

Accept Leave of Absences: Theresa Molligi, Grant Cox  
Accept Resignations: Karen Conover, Kim Freitas  
Accept Retirement: Olga Ortiz

Authorize the Superintendent to send notices of non-renewal to faculty identified on list provided to Board Members.

C. DONATION

Accept a donation from the Danbury Federal Correction Institution of computer repair components.

Chairman Fox thanked FCI for their donation.

**The motion carried unanimously at 7:07 p.m.**

**EMPLOYEE REPRESENTATIVE** - None

**STUDENT REPRESENTATIVES** - None

**PRESENTATION**

**SUPERINTENDENT'S REPORT**

Dr. Pascarella comments on the award received from the College Board stating that the teachers who teach AP classes put in extra time and are dedicated professionals working with our students. He congratulates the students and teachers for their hard work.

A. School Governance Update

Dr. Pascarella reports that this will be in place in November, 2011. He shared a handout with the Board and explained it in its entirety. R. Jannelli asks that if this were in effect a couple of years ago, what effect would this have on Morris Street? He does not understand how effective this will be, and comments that if the school identified does improve, it will not be taken off the list due to the legislation enforced. R. Taborsak suggests that the information be sent to the parents in three languages. I. Fox asked if we are using Instant Alert and mailings. Mailings will be sent to parents of ACE, DHS, and Stadley Rough, the schools involved. K. Molinaro would like to tighten up the schedule so as not to go into the new school year. G. Cooper agrees with R. Jannelli and hopes that the selection committee will be fair and equitable, and she would like to see the Board liaison for each school be a part of the committee.

B. CT Coalition for Justice in Education Funding (CCJEF) Update

Dr. Pascarella and E. Longo attended a meeting. He said this is a lawsuit and it is moving forward, and the state is considering rewriting a new formula for the State of Connecticut in terms of how ECS is distributed. E. Longo said there is an increased willingness on the state's part to find a viable solution.

C. Adult Education Audit

Dr. Pascarella received the audit last fall and feedback was received. There were a number of questions about our materials, where they are stored, and how we keep accounts of students that have graduated, and

we have dealt with that. One of the items they have talked about is the director. They want to see a director designated that would be more than a part-time employee, and Dr. Pascarella will report back to them in three weeks

D. Certification Compliance

Dr. Pascarella reports that we have received 100% certificate compliance. This means that every teacher in every classroom, every administrator that is working, is certified. Congratulations to the Human Resource Department for completing this.

E. Sodexo Audit – No discussion

**ACTION ITEMS**

A. February 2011 Operating Results Analysis (General Fund)

**MOTION:** R. Jannelli moved, seconded by G. Cooper that the Board of Education accept the February 2011 Operating Results Analysis (General Fund)

E. Longo told the Board that for the month of February, 2011, the District expended \$9,303,624, resulting in a fiscal year-to-date expenditure value of \$64,535,693. The fiscal year-to-date expenditure represents 56.7% of the General Fund total budget as compared to the theoretical expenditure rate of 67%. Additionally, on February 28, 2011, the district carried \$6,242,000 of encumbrances.

R. Taborsak asks a question regarding Item 640 Textbooks. He comments that we have expended about 48.3%. He would like to know if there is something in motion to use up the rest of the money in the account. E. Longo responded that as of February 28, the district had expended \$120,000 against the annual appropriation of \$250,000. We also carried approximately \$30,000 of open purchase orders and encumbrances on February 28, which would reduce it to a net value of about \$90,000, and during the first two weeks of March, we processed an additional \$80,000 worth of purchase orders. As of today, the current balance is \$12,600, so we have expended to date approximately 95 to 96% of the annual allocation. .

**The motion carried unanimously at 7:26 p.m.**

B. February 2011 Operating Results Analysis (Grants/Projects)

**MOTION:** R. Jannelli moved, seconded by K. Molinaro that the Board of Education accept the February 2011 Operating Results Analysis (Grants/Projects)

Mr. Longo told the Board that for the month of February, 2011, the District expended \$1,524,988, resulting in a fiscal year-to-date expenditure value of \$11,842,355. The fiscal year-to-date expenditure represents 45% of currently reported Grants and Projects awards.

**The motion carried unanimously at 7:27 p.m.**

C. Park Avenue Roof Replacement

**MOTION:** R. Jannelli moved, seconded by G. Cooper that The Board of Education, on the recommendation of the City Building Committee, accept the Park Avenue School Roof Replacement project as complete and authorize the Chairperson of the Board, the Superintendent of Schools, and the City Building Chairperson to execute and submit ED049F to the State Department of Education.

R. Jannelli asks if we have to incur any costs with regard to this. Dr. Pascarella responded that it is the City's responsibility.

**The motion carried unanimously at 7:28 p.m.**

D. Board Bylaw – Electronic Communications Among Board Members

**MOTION:** R. Jannelli moved, seconded by K. Molinaro that the Board of Education accept for first reading Board Bylaw, Electronic Communications Among Board Members.

R. Taborsak states that the Committee looked at a number of CAFE suggestions and the suggestions they took covered both the social networking and the electronic participation. The Committee took what they thought was the best of three different programs. I. Fox added that there is more scrutiny in what gets communicated in writing, so he feels this is a good policy.

**The motion carried unanimously at 7:29 p.m.**

DISCUSSIONS

INFORMATION

Superintendent recommends we use May 27<sup>th</sup>, which is a scheduled PD Day, as a student make up day for Rogers Park Middle School and Mill Ridge Primary (closure on March 7<sup>th</sup>), early dismissal RPMS & MRP only, all other schools closed for PD.

Dr. Pascarella will make this recommendation at the next board meeting.

Set graduation date of Friday, June 24<sup>th</sup> at next board meeting (provided no more snow days)

Dr. Pascarella will recommend this date, provided there are no more cancellations, at the next board meeting.

Reaccreditation Morris Street School Family Resource Center/Early Childhood Program:

Dr. Pascarella commented on the reaccreditation and is happy to share this good news.

Revision to Policy 7-143.1 Regulations, Medications Administered by School Personnel:

R. Taborsak said included in the packet for all board members is a very detailed job done by Sue Levasseur, and the key was that it seemed to spell out who could administer medications to students and the fact that training is very important. He commends her for a job well done. R. Jannelli questions K. Thompson whether the same wording should be contained in the policy as is in the regulations. K. Thompson said that part of what we are trying to do with the interaction of the policy and the regulations is to keep the policy broad enough so that we can have some way to maneuver around as things continue to change. R. Taborsak said that CAFE does recommend that we keep the policy general, but that the regulations should be specific.

I. Fox suggests we find a way to put the regulations on the website. K. Thompson feels it is a point well taken, not only in this context, but also in other policies that we have.

## **BOARD CHAIRPERSON'S REPORT**

### **March is Board of Education Appreciation Month**

Chairman Fox received an email from the State Department of Education, and in the board members' packet is a proclamation from the Chairman of the State Board of Education and Acting Commissioner recognizing the work that the Board does, the significant time commitment, and the major responsibility the Board has in the community.

### **April 5<sup>th</sup> City Council Meeting – Mayor's Budget**

Chairman Fox told the Board that this is the meeting where the Mayor will be giving his budget address. Prior to that meeting will be the Community Conversation on 21<sup>st</sup> Century Learning. He will try to attend as much of the latter meeting as is possible. It is scheduled for 5:00 p.m. and the City Council Meeting is scheduled for 7:30 p.m.

### **April 6<sup>th</sup> Board Workshop – Building Utilization**

Chairman Fox said this has been a work in progress for two years, and he asks that the Board read through the entire report and be prepared for the meeting. Dr. Pascarella said if anyone has any questions, please send them to Dr. Glass ahead of time. Governor Malloy is visiting the City the same date as the workshop meeting. R. Jannelli thinks it is important that the Board be represented at the Governor's visit at City Hall. He suggests that someone attend to represent the Board. G. Cooper suggests Dr. Pascarella, I Fox or R. Jannelli. Dr. Pascarella will represent the district and R. Jannelli suggested that Dr. Pascarella share a list of what he will discuss with the Governor.

I. Fox mentioned that the City Council's committee is meeting at the end of April, and we have a Finance Committee meeting on April 6 right before the Building Utilization meeting, and that will be the day after the Mayor's address. We will be discussing what the Superintendent's recommendation is to meet the Mayor's number at the next regular board meeting on April 13, and he would like to have the meeting at a bigger venue.

## **BOARD REPORTS, COMMUNICATIONS AND COMMENTS**

- Operations/Policy Committee: R. Taborsak referred Board members to read the minutes. The items that the Committee is considering include advertising, Title IX regulations, and revising our opening statement. There will be another meeting but the Committee is waiting for specifics to finalize.
- Superintendent Evaluation Committee: K. Molinaro will be meeting with other members in April.
- Mayor's 2020 Task Force: Dr. Pascarella said they were invited to the Workshop, and hopefully, some will be able to attend.

Dr. Glass talked about the NAEYC Accreditation for the readiness program over at Morris Street. In order to be reaccredited, they needed to meet 80% of the assessed criteria for each program standard and at least 70% of the assessed criteria for each classroom group observed and continue to meet other requirements. A report came back saying that of the ten indicators, (1) relationships, 100%; (2) curriculum, 95%; (3) teaching, 100%; (4) assessment, 100+%; (5) health, 100%; (6) teachers, 100+%; (7) families,

100+ %; (8) community relations, 100+ %; (9) physical environment, 100%; (10) leadership and management, 100+ %. Jen Travor is head of the program at Morris Street and she does a phenomenal job and Anne Mead and Ann Lindenmeyer have been involved with this as well.

**MOTION:** R. Jannelli moved, seconded by R. Taborsak that the Board of Education convene in Executive Session for the purpose of discussing negotiations, settlement of pending claims and appointment of Personnel to lead department positions.

**The motion carried at 7:55 p.m.**

### EXECUTIVE SESSION

Present: R. Austin-James, G. Cooper, M. Fazio, I. Fox, R. Jannelli, K. Molinaro, R. Taborsak  
S. Pascarella, W. Glass, E. Longo, and K. Thompson from Administration  
Absent: E. Alberts, K. Gailliard, S. LeRoy, J. Scozzafava

The Chairperson, Irving Fox, called the meeting to order at 8:10 p.m. for the purpose of personnel issues, negotiations update, and litigation update. Discussion ensued. Chairperson Fox asked for the Board to be informed on department chair new hires. Ms. Thompson informed Board of non-renewal process.

**MOTION:** K. Molinaro moved, seconded by R. Austin-James to return to Public Session.

**The motion carried at 8:45 p.m.**

### PUBLIC SESSION

Gladys Cooper asked the Chair for special training for expulsion hearings. Ms. Cooper expressed concern regarding absenteeism call in's at Danbury High School. I. Fox concurred that this is a very lax policy for our high school students. G. Cooper expressed concern regarding interpreters in expulsion hearings that do not represent the school district. G. Cooper expressed concern about Board of Education members not committing to regular Board meetings. M. Fazio asked for clarification on excused absenteeism. Dr. Glass joined discussion on absenteeism stating that TDEC is in the process of addressing this issue. Dr. Pascarella will instruct Ms. Emmett to have a school interpreter to be present when necessary. G. Cooper asked that I. Fox have a workshop for correct protocol in expulsion hearings no later than September. R. Jannelli asked for representation at the Community Conversation for April 5, 2011 at 5:30 p.m.

### ADJOURNMENT

**MOTION:** G. Cooper moved, seconded by R. Austin-James that the Board of Education adjourn its March 23, 2011 meeting. **The motion carried at 9:05 p.m.**

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Kathleen M. Molinaro, Secretary