

**DANBURY BOARD OF EDUCATION MEETING MINUTES**  
**WEDNESDAY, NOVEMBER 28, 2018 - 7:00 PM**  
**Administrative Center, 63 Beaver Brook Road**

**CALL TO ORDER**

The Chairperson, Patrick Johnston, call the meeting to order at 7:06 pm and those assembled recited the Pledge of Allegiance.

**ROLL CALL**

Present: Rachel Chaleski, Gladys Cooper, Richard Jannelli, Patrick Johnston, Frederick Karrat, Emanuela Palmares, Ralph Pietrafesa, Farley Santos, and Amy Spallino

Absent: Kathleen Molinaro and David Metrena

Also Present: Drs. Pascarella and Casimiro and, K. Walston, K. Truchsess, K. Thompson, J. Martino

**RECOGNITIONS**

Kim Moran, 2018 State Finalist for the Presidential Award for Excellence in Math & Science Teaching. Stacy Broden and Susan Palma from EdAdvance told the Board that in the fall to late winter the candidate goes through a rigorous process of reflection and answering a lot of essay questions, videotaping a lesson supporting their decision making and the reflection how it improves teaching. All the applications go before a state panel to be selected and then go through a rigorous review process with university staff. There is a scoring process for anyone who meets the criteria from the state as a finalist. The applications are now in Washington DC going through a national panel for review and to select an awardee from each state, if there is one. But there are no guarantees, as the applicants have to meet criteria from the national panel to be selected. The award is \$10,000 and a trip to Washington, DC. It is a real honor to get to this stage and strenuous to get to state finalists. Tonight, we are here to present to Kim Moran with the state finalist certificate from the organization as well as an acclamation from Governor Malloy. In the Governor's acclamation, it states that this award was established for teachers in 1983. She was presented with the certificates and a gift. It was mentioned it will probably be a year before the awardee is selected at the national level.

Kim Moran told the Board that she would like to take this opportunity to say thank you to her family and friends, colleagues and administrators for their continued support throughout the process and especially her husband and kids for being her greatest supporters at home. This was a challenging process at times but the greatest things come from hard work and perseverance no matter the outcome. This was an experience that I'll never forget. I would not be where I am today without my colleagues across all three middle schools. We have a cohesive department that has made such an impact on me as a teacher. I am also very proud to have spent the last 14 years at RPMS. The staff and students are truly something special. Thank you to everyone who recognized my state finalist status and I want to say a special thank you to Stacy Broden and the department head for recommending me. The Board congratulated Ms. Moran and she received a standing ovation. Mr. Johnston congratulated Kim for her achievement.

DHS Girls Cross Country Team named “CT Cross Country Team of the Year”

Mr. Salvestrini, the Athletic Director, was unable to be present this evening. Marsha Turek, Head Coach, told the Board additional 2018 honors was FCIAC Western Division Champions, FCIAC Conference Champions, State LL Champions, State Open Champions, and a 5<sup>th</sup> place finish in the New England Championships. This is the first FCIAC Cross Country Championship in Danbury High School History. The girls’ individual introduced themselves to the Board and stated their grade level at DHS. Two team members were unable to attend. It was also mentioned that one team member, who is a senior, will be going to Sacred Heart University and one to the Naval Academy. The audience applauded and Mr. Johnston congratulated the team.

**PUBLIC PARTICIPATION**

Tricia Robinson told the Board that last week when AIS was under severe lockdown, the staff did a phenomenal job keeping the kids safe. I am so thankful to the staff and leadership. She also wanted to thank the Board for the follow up on the world language concern she had. I would like to bring to the Board’s attention the Western Connecticut Academy International Studies Operations Plan dated May 2013. I thought our principal, Christopher Roche, should have this document. I gave him a copy. He didn’t have one, so he was not aware of things like the Advisory Board Council comprised of 19 members. Since he has been the principal, we have not had a meeting. She urged the Board to reinstate the Advisory Council so that we can make sure that suburban districts are more involved with the school and ensure that we could continue to have an amazing school with district support.

Kathy Snow told the Board that she has a daughter at DHS and a son in middle school. She said that a scout troupe tried to hold a bake sale on Election Day at a school. She is here tonight on their behalf. They didn’t realize they needed to reserve a space through Liz Chiocchio. The other group that was there was not receptive to working on a solution. The scouts took the high road and did not have their bake sale. She feels that rental regulations should include bake sales. She realizes that preference is given to school groups at school-related activities, such as a dance or a school meeting, but Election Day has nothing to do with school activities and is only a polling location. I don’t think it is fair that one organization had been given 14 hours to fundraise. It doesn’t happen often, but Election Day bake sales should be posted.

**MOTION TO AMEND THE AGENDA**

**MOTION:** R. Chaleski made a motion to amend the Agenda, seconded by F. Santos, that the Board adopt the Goals that were derived from the Board’s Workshop Meeting on November 28, 2018

**Motion carried at 7:30 pm.**

**MOTION:** R. Chaleski moved, seconded by F. Santos, that the Board of Education adopt the following goals:

- Goal #1 Strengthen communication with the public
- Goal #2 Provide Board with continuous Professional Development through a sub-committee
- Goal #3 Improve system for superintendent evaluation

**Motion carried at 7:31 pm.**

Mr. Johnston said the volunteers to be on the sub-committee for Goal #2 are Rachel Chaleski, Emanuela Palmares, Amy Spallino and Fred Karrat.

Ms. Cooper told Mr. Johnston this is only a suggestion, but you have three Republican volunteers and only one Democrat. Mr. Johnston asked her if she would like to volunteer and she declined. He also stated that it was done by volunteer not political and everybody had the opportunity to volunteer. Ms. Cooper feels the committee is lopsided. Mr. Johnston asked if a Democrat would like to be an alternate and Farley Santos volunteered.

## **CONSENT CALENDAR**

**MOTION** - R. Chaleski moved, seconded by F. Santos, that the Board of Education approves the items on the Consent Calendar, Exhibits 18-138 through 18-140, as recommended:

### MINUTES

11/14/18 Special Meeting Minutes

11/14/18 Policy Committee Meeting Minutes

11/14/18 Board Meeting Minutes

**Motion carried at 7:35 pm.**

## **EMPLOYEE REPRESENTATIVE**

### **STUDENT REPRESENTATIVES** (4<sup>th</sup> Wednesday Board Meeting each month)

DHS Executive Board of Governors: Alisha Nagarsheth, Gabrielle D'Ostilio, Joanna Wenchell

DHS student, Joanna Wenchell, told the Board the first quarter ended November 9th, and we are on our way with the second quarter. Parent-teacher conferences took place Monday, November 19th and were one of the busiest we've ever had. There were over 1,000 reservations made by parents which is the most we've had in a while. There was the fall National Honor Society induction this past Monday night, along with other ceremonies that night. In the new Black Box, there were about 20 new members inducted. Inductions and ceremonies such as this are just a few examples of what the new Black Box is used for. Also, DHS varsity Girls cross country won 2018 team of the year, and as of today, Tyler Warren of the varsity boys soccer team won the 2018 male player of the year. Finally, the other two officers and I created a poster for Thanksgiving which you see behind us. We put out a piece of paper in the cafeteria the two days prior to Thanksgiving and asked students to write what they were thankful for and these were our results.

ACE student, Tamara Souza, told the Board last Tuesday, ACE served 275 Thanksgiving dinners to members of the community, Board of Ed members, Central Administration members, Mayor Boughton, and ACE alumni to say 'thank you' for all their continued support for our program. On November 21<sup>st</sup>, ACE students sorted and boxed up clothing and backpack donations for the Thanksgiving Morning Coat Drive that happens annually on the corner of Main and Elm Streets at 7 am. We are going to have our Annual Breakfast with Santa event that also provides the opportunity for children to have their picture taken with Santa, do some holiday crafts, and spend time with their families. On November 5<sup>th</sup>, 16 ACE students participated in a focus group on Equity with Judy Coco.

On November 14<sup>th</sup>, students from Paul Thrasher's Financial Literacy class attended a Financial Literacy Workshop at WCSU. On November 15<sup>th</sup>, seniors met with Scott Farrell from NVCC to begin the application process for enrolling in NVCC next fall. Today students interested in pursuing Job Corps met with Job Corps representatives at ACE. Our second parents' night will be held at 6:00 pm on Monday, December 1st, where parents will be handed the First Quarter report cards and have an

opportunity to meet with staff. Lastly, the new ACE website is complete, and we invite all of you to check out what is happening this year at “our house.”

Mr. Santos told John Webber that he was very impressed with the Thanksgiving dinners. He said it was a great meal and a wonderful event for the students and the community. There were community members, alumni, and educators. The students did the serving and I want to thank you for a great community effort. Mr. Webber thanked Mr. Santos for his kind words. He then told the Board that Tamara Souza has made the honor roll and how proud he is of her. (The Board applauded Tamara.)

## **PRESENTATION**

### **Terry Budlong, MCCA, Stand Together Make a Difference, Opioid PSA**

Ms. Budlong explained how alcohol and drug addiction destroys a person’s family and soul. She spoke from a personal experience. She then gave the Board a power point presentation. The presentation covered how the funding works, who supplied the grant and the prevention director’s work with local prevention coalition. She explained that the local prevention coalition works to promote healthy life choices to change behaviors and attitudes. The assessment process of the SPF traditionally has been done every 5 years. Stand Together Make a Difference concluded: UAD was Danbury’s priority substance among youth; with social alcohol being a major risk factor. She told the Board that the student survey which is done every three years provides information on the number of developmental assets a child holds and maps behaviors and attitudes of students. The next survey will be in the spring. She invited the Board to phone her if they had any questions about the Program.

The Chairperson thanked Ms. Budlong for the informative presentation.

## **ACTION ITEMS**

### **Seclusion/Restraint/Exclusionary Time Out Policy**

MOTION: R. Chaleski moved, seconded by F. Santos that the Board of Education accept for second reading and adoption the Seclusion/Restraint/Exclusionary Time Out Policy 7-237.

**Motion carried at 8:01 pm.**

### **Student Records; Confidentiality Policy**

MOTION: R. Chaleski moved, seconded by R. Pietrafesa that the Board of Education accept for second reading and adoption the Student Records; Confidentiality Policy 7-125.

**Motion carried at 8:02 pm.**

### **Child Abuse/Neglect Reporting Revisions**

MOTION: R. Chaleski moved seconded by E. Palmares that the Board of Education accept for first reading Child Abuse/Neglect Reporting Revisions, Policy 7-234.

**Motion carried at 8:03 pm.**

## Truancy Policy

MOTION: R. Chaleski moved, seconded by G. Cooper that the Board of Education accept for first reading Truancy Policy 7-232 (replaces current policy in its entirety).

**Motion carried at 8:04 pm.**

## Student Data Protection & Privacy/Cloud-Based Issues (new Policy)

MOTION: R. Chaleski moved, seconded by A. Spallino that the Board of Education accept for first reading a new policy 7-127, Student Data Protection & Privacy/Cloud Based.

**Motion carried at 8:05 pm.**

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

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

Mr. Martino told the Board during the month of October 2018, the District expended \$9,021,005 resulting in a fiscal year-to-date expenditure value of \$27,526,898 which represents 20.8% of the General Fund total budget.

Mr. Martino told the Board during the month of October 2018, the District expended \$1,836,455 resulting in a fiscal year-to-date expenditure value of \$4,069,251 which represents 15.4% of the Grants budget.

**Motion carried at 8:06 pm.**

## **SUPERINTENDENT'S REPORT**

### School Calendar Update

The Superintendent said they had to revise the calendar. It was brought to their attention that there was an incorrect Thanksgiving date listed, so we had to make an adjustment. We have already sent out the corrected calendar for parents planning. Some feedback from the City-Wide PTO meeting was about the early release time. We are looking at that and also checking with a few districts that were mentioned to us. A Board member asked if we had to bring it back to the Board for approval. Dr. Pascarella said he was not sure if we needed a motion to amend the calendar, but we can bring it back.

### Strategic Planning Update

Dr. Pascarella asked Kevin Walston to give the Board an update on Strategic Planning. He said that Phase 1 of the planning process is taking place on December 11<sup>th</sup> which is the process for stakeholders to develop a draft Mission Statement and Characteristics of a Portrait of a Graduate. At that meeting, we will be reviewing a survey that was sent out today. The survey will be closing on Friday, December 7<sup>th</sup> and the committee will have an opportunity to review the feedback from the community to further develop a process. Phase 2 of the planning process calls upon TDEC for the group to form an Advisory Committee to the Board and to expand members. This group will be charged with the development of

operational goals. We need to expand the membership to ensure that we have representation for all levels of the district in addition to inviting an additional Board member to that meeting. The TDEC group will meet on Monday, January 28, 2019.

R. Pietrafesa asked Mr. Walston if a group has already been selected. His response was no.

#### November 20<sup>th</sup> WCSU incident

Dr. Pascarella said as you know there was an incident on November 20<sup>th</sup>. I sent some information home to the parents today. After some debriefing, WCSU doesn't know what happened. Someone had reported seeing a weapon. This happened right at the end of the day when students were to be dismissed. There were buses going into the zone and had to be turned around. Because it was on WCSU's campus, this was handled by the State Police. We now have a command post in my office, just for the school system. There is also a command post in the City. The Mayor and the Police Chief is in charge of that. We will be communicating with a two-way radio so that the process is cleaner and also the notification of the Parochial schools and the vocational school need to play into it as well as the crossing guards. What we did agree to that day was that the Chief will provide an officer for the Administration building for the purpose of communications. If you go to your child's school during a lockdown, we are not in charge it would be the police. There was a lot of bus communications and redirecting.

Ms. Chaleski told the Board that she had to stay in her car. She just happened to be picking up her two kids that day, normally they take the bus. I sat in my car as all the parents did and we kind of formed a blockade in the back of the Westside. I have to say waiting was awful. At AIS, I had to pick up from a different entrance of the school which is 15 minutes away from the front entrance. I saw both principals and safety staff. I was one of the first parents at the school to pick up so I offered my help and they said 'no we're a well-oiled machine' and they certainly were. I just want to publicly say that I am grateful for the staff doing their due diligence.

R. Pietrafesa asked the Superintendent if there is a standard procedure when something like this happens at each school. Has a plan been developed so that each teacher and each student knows what to do? He asked about the kids on the bus. Are they supposed to go back to the school? Dr. Pascarella answered yes, they are to go back to the school because that is where the supervision is. The Chief and the Assistant Chief are creating a 'central location' where these busses can go in case they can't come back to the school. The other thing that happened was contacting the buses for the out of town students. That is obviously not an easy road to deal with.

Ms. Thompson said there is a different plan in place for each school. The plan depends on the layout of the school. It is building specific.

There was a brief discussion about robocalls. Ms. Truchsess said they have the capability of sending out robocalls and can isolate data to different schools.

Mr. Martino said there is a grant for additional school security upgrades. The Board would be paying 40% of the cost of \$79,000, but all this depends on approval. Mr. Santos asked if that was specific funding for certain upgrades? Mr. Martino responded yes, unsecured vestibules, cameras and all that sort of things.

Dr. Pascarella asked Mr. Martino to give the Board an update on several schools. Mr. Martino said at DHS in Rooms A207 and A208 that there was a deep window well and when the water table changed, the water came into the building through the wall and floor. The City is trenching and piping around the

window well. The elevator in D building at DHS will be fixed tomorrow. The portable classrooms at Westside are complete. Furniture will be delivered on Monday. The Superintendent asked if we are working on the front door at AIS. Mr. Martino said they hung the door but it is problematic; great design, but does not function all the time. At Pembroke, the front doors have been replaced. Upgrade at DHS; cameras and Honeywell. We had a small improvement grant.

## **DISCUSSION**

### **INFORMATION**

Community Screening & Conversation “Resilience”, the biology of stress & the science of hope, WCSU, December 10<sup>th</sup>, 6:30-9:00 p.m. Ms. Chaleski told the Board that it is free. They ask you to register but it is not required. It is sponsored by United Way and The Family Network of Western CT.

### **BOARD CHAIRPERSON’S REPORT**

The Chairperson said the Annual Board Meeting which is scheduled for December 5<sup>th</sup> has been postponed until December 12<sup>th</sup>, due to a lack of a quorum on the date originally set. There was a discussion about changing the date. Ms. Thompson read the Board By-Law that covers the Annual Meeting. The December 12<sup>th</sup> meeting will be considered a Special Meeting and no motion is necessary to change the date it just needs to be posted 24 hours in advance.

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

Ms. Cooper reminded the Board that on Sunday, December 9<sup>th</sup>, the New Hope Baptist Church will have a “Meet and Greet” for our Assistant Superintendent, Kevin Walston from 1:30-3:30 pm. I hope to see some Board members at the event. Please come out and support our Assistant Superintendent. I look forward to seeing you there.

Mr. Palmares said she will be going to Brazil and will not be in town during the holidays, therefore she wants to take this opportunity to wish everyone a happy holiday.

Mr. Santos asked, in regard to Ms. Robinson concern about the Advisory Council at AIS, can we get any information about the Advisory Council. Dr. Pascarella said he will check to see if they met last year and assured Mr. Santos he will give the Board information on the AIS Advisory Council.

**EXECUTIVE SESSION** - None

**PUBLIC SESSION** - None

### **ADJOURNMENT**

R. Pietrafesa moved, seconded by R. Jannelli that the Board of Education adjourn its November 28, 2018 meeting and the meeting adjourned at 8:45 pm.

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Rachel Chaleski, Secretary

(Meeting was videotaped)