

**DANBURY BOARD OF EDUCATION  
ADHOC SUB-COMMITTEE MEETING MINUTES  
FEBRUARY 27, 2019**

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.

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Rachel Chaleski, Secretary