

Athletic Committee Special Meeting

Monday, June 16, 2025 5:30 PM

Derby Middle School Cafetorium,

73 Chatfield Street

Join Zoom Meeting

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Meeting ID: 868 5510 5667

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1. Call To Order

Speaker(s): Mrs. Kimberly Tovar

1.A. Opening Ceremonies

Speaker(s): Mrs. Kimberly Tovar

1.B. Roll Call

Speaker(s): Mrs. Kimberly Tovar

2. Public Participation

Speaker(s): Mrs. Kimberly Tovar

Prior to the commencement of any public meeting of any board of the city, the agenda for said meeting shall be posted in the meeting room and the first order of business of said meeting shall be the entertainment of public discussion on any item on said agenda and the conduct, length, and method of terminating said public discussion shall be determined by majority vote of the members of said board of commission.

3. Approval of Minutes

Speaker(s): Mrs. Tovar

Motion: *The Athletic Committee approve the minutes from its February 26, 2025 meeting.*

4. Discussion on Policy 1147 -Banners and Plaques

Speaker(s): Mrs. Tovar, Miss Moffat, Dr. Conway

5. Review of Team Rules and Regulations

Speaker(s): Mrs. Tovar, Miss Moffat, Dr. Conway

6. Summer Practice Facilities Usage

Speaker(s): Mrs. Tovar, Miss Moffat, Dr. Conway

7. Locker Room Usage

Speaker(s): Mrs. Tovar, Miss Moffat, Dr. Conway

8. Adjourn

Speaker(s): Mrs. Kimberly Tovar

Motion: *The Athletic Committee adjourn its meeting.*



Special Athletic Committee Meeting Minutes

February 26, 2025 – 5:30 p.m.

Zoom Only Meeting

Committee Members Present:

Mrs. Kimberly Tovar, Chair

Mr. Ken Marcucio

Mrs. Erica Nuzzo

Committee Members Absent:

Ms. Melissa Mongillo

Also in Attendance:

Dr. Matthew J. Conway, Jr., Superintendent

Mr. Robert Trainor, Business Manager

Miss Jennifer Moffat, Athletic Director

Call to Order

The meeting was called to order at 5:31 p.m. by Chair Kimberly Tovar, confirming a quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Participation

No public comments were made. Public participation was closed after three calls for comments.

Approval of Minutes

Motion: The Athletic Committee approve the minutes from the October 3, 2024 Special meeting made by Mr. Marcucio and seconded by Mrs. Nuzzo. All in favor. Motion carried.

Mrs. Kimberly Tovar	Yes
Mr. Ken Marcucio	Yes
Ms. Melissa Mongillo	Absent
Mrs. Erica Nuzzo	Yes



Discussion on Policy 1147 - Banners and Plaques

Miss Moffat raised questions regarding updates to the Banner and Plaque policy, specifically regarding Connecticut High School Coaches Association (CHSCA) recognition in football.

Dr. Conway clarified that CHSCA recognition has been the policy for the past three to four years, replacing the New Haven Register recognition in 2019.

Miss Moffat confirmed she would update banners based on this policy from 2020 onward.

Review of the 2025-2026 Athletic Budget

Transportation Girls and Boys Indoor Track

Miss Moffat outlined the increased transportation costs for boys' and girls' indoor track due to additional events and high bus costs.

She proposed increasing the transportation budget for indoor track to match basketball to prevent future shortfalls.

The additional funding request was \$5,397.22.

Mr. Trainor confirmed that funds could be reallocated from the facilities budget, which had a healthy surplus.

The committee discussed ensuring adequate documentation and oversight to prevent budget shortfalls.

Motion: The Athletic Committee bring the budget adjustment for transportation to the full Board for approval was made by Mr. Marcucio, seconded by Mrs. Nuzzo. All in favor. Motion carried.

Mrs. Kimberly Tovar	Yes
Mr. Ken Marcucio	Yes
Ms. Melissa Mongillo	Absent
Mrs. Erica Nuzzo	Yes

Middle School Athletic Uniform Replacement

Miss Moffat requested funding to replace aging middle school uniforms, many of which date back to 2018.

The total request was \$12,400 to replace uniforms for teams that had not received new uniforms in the last six years.

The committee discussed ways to improve uniform return accountability, including requiring parents to sign a waiver stating they are responsible for lost or unreturned uniforms.

The committee also discussed researching potential buy-back or trade-in programs for old uniforms.

Motion: The Athletic Committee bring the uniform request to the full Board for approval was made by Mr. Marcucio, seconded by Mrs. Nuzzo. All in favor. Motion carried.

Mrs. Kimberly Tovar	Yes
Mr. Ken Marcucio	Yes
Ms. Melissa Mongillo	Absent
Mrs. Erica Nuzzo	Yes

Mr. Marcucio raised concerns about potential unexpected special education expenses impacting the budget surplus.

Mr. Trainor acknowledged the unpredictability of special education costs and confirmed that any shortfall would have to be addressed with city funding.

The committee agreed to create a document tracking all budget adjustments for transparency and to provide this document to the Finance Committee.

Adjournment

Motion: The Athletic Committee adjourn the meeting was made by Mr. Marcucio, seconded by Mrs. Nuzzo. All in favor. Motion carried.

Mrs. Kimberly Tovar	Yes
Mr. Ken Marcucio	Yes
Ms. Melissa Mongillo	Absent
Mrs. Erica Nuzzo	Yes

Community Relations

Banners and Plaques

This policy defines the criteria for displaying permanent banners in the gymnasium for the purpose of honoring those Derby High School and Derby Middle School student athletes that have won the title "Champion" through CIAC sanctioned competition. All banners will be of the same format so as to be consistent with the banners that exist prior to this policy. The following are the criteria:

1. **Team Championships:** Conference, Class or State Championships will have a banner hung on the gym wall.
2. **Individual Championship:** Any individual that wins a Class Championship will have their name and year(s) placed on a banner that pertains to that sport. There will be one banner for each sport that recognizes individual champions hung on the gym wall.
3. **State Open Championships:** Any individual that wins a State Open Championship will have their name, sport and year placed on a banner that recognizes State Open Champions.
4. **New England Championship:** Any individual that wins a New England Championship will have their name, sport, and year placed on a banner that recognizes New England Champions.
5. **Conference Champion:** Any individual that wins a Conference Championship will have their name and year(s) placed on a banner that pertains to that sport. There will be one banner for each sport hung in a prominent place.
6. **All-State Selection:** One banner for each sport.
 - a. Football
 - b. Softball
 - c. Baseball
 - d. Basketball
 - e. All-State Music – Band and Chorus

All State Selection for each sport will be determined by the Connecticut High School Coaches Association. All State Selection for Band and Choir will be determined by the Connecticut Music Educators Association.

The head coach of each sport is responsible for researching all those who will be honored in each individual sport.

This policy, in no way prohibits the display of any temporary banners or spirit signs (i.e., basketball & wrestling team members' names and numbers during those athletic seasons.)

The present banners and other items commemorating the achievements of our student athletes will continue to be maintained.

Legal Reference: Connecticut General Statutes

10-221 Boards of education to establish rules, policies and procedures.

Policy adopted: May 16, 2013

Revised: July 18, 2019

Revised: September 19, 2024

DERBY PUBLIC SCHOOLS

Derby, Connecticut