

APRIL 25, 2024 SPECIAL BOARD OF EDUCATION

OPENING CEREMONIES

Mr. Gildea: I would like to call this Derby Board of Education meeting to order at 6:50.

Pledge of Allegiance

ROLL CALL

Kim Tovar; Karla Malerba; Dan Foley; Erica Nuzzo; Melissa Mongillo; Jim Gildea. Laura Harris arrived at 7:15 p.m.

Ken Marcucio, absent; Rebecca O'Hara, absent.

Record reflect there are six of nine Board of Education members present. We have a quorum.

Also Present:

Dr. Matthew Conway, Superintendent of Schools

ADDITIONS/DELETIONS OR CORRECTIONS TO THE AGENDA

This is a special meeting. So, there will be no additions. Seeing none, I'll move on to Public Portion.

PUBLIC PORTION

Mr. Gildea: Anyone from the public who wishes to speak before the Derby Board of Education. Anyone from the public, twice. Anyone from the public three times. Anyone remote who wishes to speak before the Derby Board of Education this evening. Okay. Seeing none. We will close public portion.

I will just put this out for the Board of Ed, there are four members on the appointment list. All were on your list. I don't know if you feel the need to go into, there are three paraeducators, one special ed, transfer. So, if there's not a need to move into Executive Session, is everyone good with doing that?

I'm fine.

Mr. Gildea: Okay. Item number four, appointment for hires.

APPOINTMENT LIST FOR NEW HIRES

Motion that the Board of Education approve the Appointment List for New Hires. Passed with a motion made by Ms. Kim Tovar and a second by Mr. Dan Foley.

Jim Gildea	Yes
Melissa Mongillo	Yes
Kim Tovar	Yes

Karla Malerba	Yes
Erica Nuzzo	Yes
Dan Foley	Yes
Laura Harris	Arriving late
Rebecca O'Hara	Absent
Ken Marcucio	Absent

Ms. Tovar: Making motion.

Mr. Foley: Second.

Mr. Gildea: Motion carries. Congratulations to all the new hires.

Dr. Conway: Regetta introducing and welcoming Alyssa.

Regetta: Introducing and welcoming Alyssa.

Mr. Gildea: Alyssa, hi. My name is Jim. I am Chairman of the Board. We want to welcome you to Derby. We recognize the importance our paraeducators play in the education of our children. It was very exciting to see you come aboard. We welcome you and we look forward to your contributions. Thank you.

Alyssa: Thank you.

SUBCOMMITTEE REPORTS:

Student Health and Safety: We spent some time together this week. We do want to meet. Go back to our subcommittee meeting next month. We would like to talk about our Discipline Policies. We put new ones in place. We go after the eight months of the school year. We'd like to see how they are working. And being we had some discussion about school lunch and what we can do to better understand that and ensure that we're – and so we have our posts on the parents and students in that area and that we're being good conduits and advocates. Those will be two different topics of Student Health and Safety.

Finance Committee: Rebecca is not here. Ken not here. We will tell you that we're going to talk a little bit about the budget. Probably getting together next month now that we have a budget adoption. We're waiting for some more information from State of CT and once Doc has that, on grants, then we'll get the Finance Committee together and talk about how we'll meet our appropriation.

Negotiations and Personnel: Ms. Mongillo: We were supposed to meet yesterday to review again the custodians negotiation of their contract but our attorney's wife had their baby early so we need to reschedule our meeting.

School Community Relations and Policy: Mr. Gildea: Yeah, we're good.

Plant and Facilities: Mr. Foley: We met tonight early tonight. Went over a few things. The mural that they're talking about will be picked Bicentennial events and will be in its early stages. I brought up the fact that we did have in '75 the Tercentennial Program.

Mr. Gildea: I was in third grade. I remember.

Mr. Foley: They actually had an Indian Tribe campout on the green. Then about Payden Park, the problems that we're having for the fencing for the girls' softball. When it's put up sometimes affects the boys playing. In order to have it done on a Saturday, we have to pay Public Works \$800 to put it up.

Ms. Malerba: It's Public Works?

Mr. Foley: It's not Board of Ed. And when they put it up on Friday or Thursday, then the boys can't use the field because the fencing is there.

Mr. Gildea: Do they charge money?

Mr. Foley: They charge money.

Dr. Conway: It would have to be a negotiation contract item. Talk about it at our committee. I do want to share that Mike Piscionneri shared DPW now it resulted in the overtime costs, Good Friday. Public Works did pick up the contractual fees for that as opposed to charging us.

Mr. Gildea: Do we charge City Groups, like Derby Youth Basketball do they use our schools?

Dr. Conway: No. They just use City Hall.

Mr. Foley: When we have graduation on the field, who puts up the chairs.

Dr. Conway: We take care of that.

Mr. Foley: We had a long meeting. We reviewed the budget for the water in each of the schools and Central Office. And due to Mr. Hoffman's diligence, we're under budgeted by 190,000. New ramp we went with Mr. Pepe for putting in the ramp for the handicap that will go into the mechanical rooms.

Mr. Gildea: Okay.

Mr. Foley: And the final one was the charging stations. We're going to go with a flexible or variable charge, \$.30 cents.

Dr. Conway: Thirty cents to the public. Sixteen cents for our staff. Sixteen cents is our costs. So, it's thirty cents for the public and sixteen cents for our staff.

Mr. Foley: And the money that is generated would go back to the Board of Education. Right now, we have five people using it four from the outside one from staff member. And it will only be available for the public and non-school so the staff can use it.

Mr. Foley: We're only in deficit spending at Central Office because the City now is charging us for gas and water, whereas before they absorbed everything.

Mr. Gildea: Do we know what that is about monthly?

Mr. Foley: Do we know Robbie?

Mr. Trainor: I don't have the monthly amount. But the cost as of March 31st was 15,000 for natural gas and I believe 4,000.

Mr. Gildea: So, for nine months, it's going to be 15 so if you prorate that it's going to be about 5,400, so 25 a year right. And then what was the other one, 4. So, it will be like 26. So, we're going to have to approximately pay \$26,000 a year.

Mr. Trainor: Natural gas is meter. And water is meter. We just have to validate this information is correct.

Mr. Foley: Community Center uses much more gas than Central Office because they have to heat the pool.

Mr. Gildea: We'll follow up on that. I get it.

Mr. Foley: The last one was Little Raiders, that won't be done paving until the summer.

Academic and Curriculum: I'm on that with Laura and Rebecca as well. Actually, Dr. Rafferty is here. So, you'll get a better update from him.

Athletic committee: Ms. Tovar: We did meet on April 10th. It was a little bit of a longer meeting. We did discuss the CIAC activity decision. And the CIAC moving forward to have the off season sport programs whether we took it over or Public Works. I know that we are going to be taking advantage of it. I know a lot of our coaches are not worried about getting paid. It's just getting the kids active and involved. So, that's still in the works and we're still discussing. We also discussed, there was a recommendation or request by the Wrestling team. Sarah Jadach that the State Champion, Anthony, I can't remember his last name, so I do apologize, if we can have a banner. He is originally from Holy Cross, but he is in wrestling here at Derby. That we have co-op.

Then we discussed the update on the baseball/softball sound system. And just know that we were, at that time moving forward around the end of the season. That was really about it. And just a little bit of an update from the youth sports and High School Team Alliance discussion.

Mr. Gildea: Go back to banner.

Ms. Tovar: They just wanted to make sure because he was a Holy Cross kid. And it is a DOHC and that they can get it approved. We have no problem with it. I know that he's wrestled since he was a little boy. They just wanted to make sure it was okay.

May 18th for our next meeting.

Mr. Gildea: Thank you, Kim.

APPOINTMENT OF NEW HIRES

Regetta: Welcoming and introducing Jazmin.

Mr. Gildea: Hi Jazmin, this is Jim. On behalf of the Board, we want to congratulate you. We want to welcome you to our school system. We recognize the importance of paraprofessionals. So thank you and welcome to Derby.

SUPERINTENDENT'S REPORT

Dr. Conway: You have a list of the pages of things going on this month. Would you prefer we just highlight of that. Easier to read. Excel spreadsheets. I think they are great highlights this new time a year. Both staff and student recognition events and awards. Many of which were here at the last COW meeting. And again at the May meeting, we'll have additional recognitions going on. The events that are happening in our schools, outside of our schools, Statewide level as well and they'll be several more that occur between now and the end of the year. And it's a neat time of year. It's a lot of events, but the smiles and the families that you get to mingle with during this process. It reminds you of why you got into this profession. And why we do what we do and how dedicated our staff. And you get a chance to remind them what they mean and to us and the City. It's been neat. We'll continue to be neat over the several weeks. Dr. Rafferty will update you on some very positive academic events this past month. Most recently as yesterday, between more Districts now throughout the State, Coventry, North Haven and Cromwell visited our Irving School. And again, receiving the emails afterwards is validation from outside difference of what their experience was in our schools. And that happened again yesterday. Dr. Rafferty can share more on that in terms of why they were here. But it's witnessed in observations of our work that our teachers and paraeducators are doing in the classroom that's drawing them to come and visit. And they're really being trailblazers in some of the things that they are doing in the classroom, and it's attracting others to say let's go see that. It's been pretty neat.

Mr. Gildea: For the record, good news. Laura is here.

At 7:15 Laura Harris arrived.

ADMINISTRATOR REPORTS

Facilities Report

Mr. Hoffman: Bradley, still waiting for the inspection. The charging stations, inspection. District-wide, did all the service. The control board is shot already at Bradley. It's under warranty.

At Irving, we had to replace mixing valves for the kitchen and custodian things. About \$1,400 in repairs.

Middle school, the entrance sign. Might be running a new line from the school to the sign. I'll have more on that tomorrow.

Down in the basement, we had to have that pumped out. It was filled. We did that service. We had to replace.

We had issues at Irving, correct.

DHS we did a walkthrough with Ray and Ms. Olson. There's about 15 blind spots there for cameras. We're in the process of working with A Plus. We're going to install them. Facility is going to install

the programs. They're just going to come in and hook them up. Both cameras are being refurbished from the Middle School, so we're saving some money there.

Mr. Gildea: Are these cameras on the network.

Mr. Hoffman: Yes. At the high school, the embroider machine, we had to put a case around. That is good to go. We had to do the same thing for the kiln for the report from the Fire Marshals. It's fine.

Mr. Gildea: So, the kiln is in operation. It allows kids the opportunity. It's good for the program. Yes, that is neat. Any questions.

Ms. Harris: Date for pavement by LRU ramp.

Mr. Hoffman: It's going to be pushed to the summer.

Ms. Harris: Okay. Thank you.

Mr. Gildea: On behalf of the Board, we're grateful for your diligence in everything you do. Thank you.

Strategic Planning

Dr. Rafferty: So, the link is there. So, just for your information, you know how we have early release. Every month before that we do Professional Development district-wide. We call that the MLE, the Meaningful Learning Experience. And then we've been playing around the experience. Trying to get people to understand like naturally we like the kids to come to school. One we called discussion mapping, which is really fascinating. Put a bunch of teachers in the front of the room and have a conversation. I was coding that conversation when they were asking questions or when they were confirming or pushing back. When they're talking to each other, they're not challenging each other or asking questions. So, I'm coding it and then I show them, this is how you're talking to one another. And then they engaged in that same practice afterwards after I told them their conversation was completely different. That's the strategy we're not going to use in classrooms because we expect kids to learn through their discussion unless we're having them evaluate whether the discussion works out. They won't get to the point where we really want them to be the kind of citizens and individuals who go out into the real world to do that.

The second technique that we're rolling through the second highlights is what they call a finding. There was another thing that we illustrated here. I asked you to write down a concept and make believe you're teaching it to somebody else. So, they put them in in partnerships and then this worked together. The way we worked this here is to help them have students think about what they're getting ready to learn in a way to be able to explain it to someone else. Also, we're going to use this to get teachers to start to develop what they want to work on next year professionals. So, I asked them the concept, what do you want to get better at?

Which leads me to my second link on the strategic plan. Which is the PDAC Committee. This is a meeting that's scheduled for Tuesday. I've already drafted a Professional Development calendar for next year. Of course it's very drafty. It's part of the work of the PDAC Committee. What do we do this year? Where is the District going next year? What are some of your ideas? Also be working

on feedback from the same Committee. We're going to revise the teacher of the year process. So, we'll take feedback. And we'll come up with an enhanced teacher of the year, really all staff members, so we're going to use Tuesdays in an opportunity in that.

The last part, we have pretty much gone through a whole year where we refrain how the new teacher evaluation system will work. Dr. Conway did most of the leg work here. We set a digital site that will drive where we used to pay a vendor, house all the teacher evaluation material, we will now do free of charge. More importantly, if it doesn't serve our teachers, we'll added a change which we have the opportunity to do. So, I'm really proud of that work. I'm really grateful for all the people who helped me this year.

Mr. Gildea: Thank you.

Dr. Rafferty: So, number three on the teacher planning sheet there, I had Ms. Caggiano touch on this. So, Dr. Ciccarini and I will meet next week with the Strategic Planning subcommittee and so I started to play with, we started a draft. So, we're going to have a physical book. We have a website. So, this is really draft. This is what the final product will look like. When we finish with our strategic plan, it might look something like this. Pretty cool. Do you know how much it cost?

Mr. Gildea: Zero dollars.

Dr. Rafferty: So, we're really on the final term. We are meeting next Thursday. I will continue writing. We'll rotate that. Bring it back to all the schools and the stakeholders. Get all the feedback and come back again. We'll do a final draft or at least a draft I can give to you to see about a month from now in May what I would consider a draft for you.

So, we got a call from the State. You know, it's funny, I'm so used to people calling us, but I say yes without the details. I told them yes. So, what did you sign up for? I said, I'm not exactly sure. We're scheduled to meet with them again but there's going to be a statewide webinar. We were selected as one of the presenters because the State came and visited us and they were very impressed, but the way our staff spoke about our journey that we've been on. I just sat and listened. And I was equally as impressed.

Dr. Conway: The staff wouldn't be where they are if Dr. Rafferty didn't have a process that was inclusive and we're not just moving forward with certain things because the State says we need to use these things. So, it's a very inclusive drawn-out process so at the end of the day you're putting something in place that's sustainable and the teachers actually enjoy using as opposed to being told to do it. So, it's much different. But it takes longer, a lot more listening and being flexible. But at the end of the day something people will actually use in a classroom.

Dr. Rafferty: That's a good point. I did get the email yesterday. I said to staff, this is where we've been. This is where we are. And this is where we go next. So that they knew the process. We're going to build a support plan for all teachers for next year so they can like we're transitioning but we're supporting all our staff. And the link in here you can see one of the things we gave the staff and how we landed where we landed. Which leads me to the last part of my presentation. It's so funny it just keeps happening.

Thirty people from Cromwell, North Haven, Coventry come to Irving. The kids were incredible. It was amazing. Your kids are incredible. And our teachers were incredible. They were so engaged. They were so interested. They were talking really, smartly about all the resources, all the reading. It was such a great moment for me. Trumbull has called and Fairfield has called. We keep getting more phone calls. Is there any chance I can come? Of course, the doors are always open. But these two teachers they made me so proud. These teachers are doing such justice to the reading it's just fantastic. The Superintendent from North Haven put a note at the bottom of that sheet, which says, thanks so much for letting us visit. You have so much to be proud of in Derby.

APPROVAL OF MINUTES

Motion that the Special Board of Education approve the minutes from the following meetings, February 20th, 2024. Passed with a motion by Ms. Laura Harris and a second by Ms. Karla Malerba.

Jim Gildea	Yes
Melissa Mongillo	Yes
Kim Tovar	Yes
Karla Malerba	Yes
Erica Nuzzo	Yes
Dan Foley	Yes
Laura Harris	Yes
Rebecca O'Hara	Absent
Ken Marcucio	Absent

Ms. Harris: Making motion.

Ms. Malerba: Second.

Mr. Gildea: Motion carries.

FINANCIAL REPORT

Motion that the Special Board of Education approve the Financial Report dated April 25, 2024 as recommended by the Superintendent of Schools. Passed with a motion made by Ms. Laura Harris and a second by Ms. Kim Tovar.

Jim Gildea	Yes
Melissa Mongillo	Yes
Kim Tovar	Yes
Karla Malerba	Yes
Erica Nuzzo	Yes

Dan Foley	Yes
Laura Harris	Yes
Rebecca O'Hara	Absent
Ken Marcucio	Absent

Mr. Trainor: So, before we get into the finances, I just want to piggy-back on Dr. Rafferty being so proud and happy with the District. Well, I have the same feeling towards our staff at Central Office. We have made so many improvements from payroll, accounts payable, human resources. I could seal off where we've been through. And I've been so proud. I understand where Dr. Rafferty is with Teaching and Learning.

So, to get into the finances, right now, forecast from April 15th, where I believe we're coming in at and just remember we have another two months left in the year from when this was taken, but based on all of the encumbrances for salaries, purchase orders, we are anticipated to come at \$3,000 over budget. On a \$19,000,000 budget, I think that's pretty close. And there are things that are going to happen within the next two months that will likely reduce that. Purchase orders being reduced for services not rendered. We thought we needed it, we don't. So there are a handful of different scenarios that are going to bring us to a zero budget balance. One of the things that I'd like to highlight. I highlighted it in our last meeting with Facilities and Maintenance are custodial staff has taken on an incredible task this year of servicing some of our problems.

Instead of having a problem and making a quick phone call, they've been going into it themselves and fixing it and saving us the cost of calling out. Jim Hoffman has been absolutely remarkable in saving us these funds. So, one of the things I'd like to highlight our staff, Jim has been an absolute rock star. So yeah, where we stand right now and again, this is going to change. We're in a really good spot. One, I'd like to highlight at this time last year we had about 600 open purchase orders. Some of these purchase orders come to, some of them do not. Some of them are duplicate. And they're duplicate, because companies invoices come from people in our District. Our secretary at school, as well as our accountants payable without communicating, they put it up. We have got our opening PO down to 150, which is a pretty significant increase from last year. So, tightening up the processes in Central Office, we are in a really, really good place. And one of the things I talk to Dr. Conway about regularly is today was better than yesterday and tomorrow is going to be better than today. And that's what we're trying to do. It could be as simple as a three-step process that makes us more efficient. It could be and that could take a week. It could take us six months for a ten-step process. But the more efficiencies that we make in Central Office, the better we will be as a District.

So, we have really, good things happening in Central Office. I know I primarily only talk about the number side of things, but there's much more going on in our Department than just the finances.

Mr. Gildea: I love the new format. It's much more helpful. So, thank you. My only question is this and I know we're going to talk about the 673,000 extra allocation and the Finance Committee will work on that and make recommendations to the Board. But the \$235,000 that's in the non-lapsing account you know, at what point or at any point does that get transferred into our books? So, let's

just say, it was 10,000 and we wanted to draw from it. Is it just as easy, you send the bill to City Hall or do they give us the money so that we control it. We can draw from it.

Mr. Trainor: I don't have the answer for you right now. I can give you more information next meeting. My thought is if we have a problem, with the Special Education, we're over budget 200. And we reach out to the City and say hey, we have more kids coming into the District than anticipating. We're going to be about 200 over budget. We need these funds.

Mr. Gildea: So that's the part I'm trying to avoid. I don't want to go to the City. I think that they're semantic to where we go to them. It's been allocated to us. It's been voted on by the Tax Board. It's our money. It's in our line item.

Dr. Conway: That statutorily was voted on by the BOAT under the current statute. It then becomes direct and controls the Board of Ed. It remains in that non-lapsing account. It sits there, which is a City account. So similar to grant funds, Robbie would then contact, be able to draw down from that account. That's our money. We need 200,000 of it for these expenses.

Mr. Gildea: Why couldn't we use the 250 to buy down the, to help offset what we asked for last year. At some point, I think we have to use it.

Mr. Trainor: It wouldn't become an issue until we get our budget in. If we are anticipated in June to be 200,000 over budget, that's when we would say we need this for reasons, X, Y, and Z.

Mr. Gildea: See, I don't think we need to wait. I think we should use it now.

Dr. Conway: It is our money.

Mr. Trainor: We would want to use what's been appropriated to us first. So, let's say we hit our full budget end of May. Let's say we have a month left in the fiscal year. And we're going to be short on a purchase order, 200 grand. And the reason that we're drawing down in June is because our Special Ed costs were anticipated at X and they came in at Y, which is about 200,000 over.

There's two things at play here. There's the accounting side and there's the cash flow side. So, these things are separate, even though they kind of go in hand, they are two separate things. So, our cash flow side, we are drawing down from the State, drawing down from the City. We are paying our expenses. While we run our financials, we are encumbering our purchases that we are anticipating paying for. So, if we draw down on the accounting side our 19,607 beginning in June, 12 months left, that's when the cash flow side is brought into the picture of this 200,000, 235,000.

Mr. Gildea: I won't belabor the point. We asked for 1.2 million. We got 673,000. We have to cut about 563,000. I would not want to let's say, adjust out a teacher and increase class sizes, knowing that there's 250,000 somewhere. There lies my point. So, I think we should just know that it's there when we make our budget adjustments so that we don't lose something in July, August, September that we need. Because we have money in the back end.

Dr. Conway: The current motion, the last motion from the BOAT Committee in 2021, the original one in 2019 had a part of the motion that it would not be utilized until 1,200 depleted at the end of the year. The motion that was passed in 2021 was a copy and a paste from the statute itself. Which does not have that provision in it. What is in it is such deposited amount does not exceed

two percent of the total budget amount, each expenditure from such account shall be made only towards educational purchases and each such expenditure shall be authorized by the local Board of Education of such Town. So, but it does remain in what's identified as the non-lapsing account so that they can ensure that only two percent every year is going into that.

The only thing you have to be care is that, the City side doesn't say, oh, they have this non-lapsing account. We don't need to give them any money. Because we don't want that to become the norm and part of our budget year over year. It is for the purpose it was created for is for those unknown expenses that come up and we end up having to incur. So, I don't want it to become a substitute for the City to take. This year it's 235, next year, it's 500. We – caution.

Mr. Gildea: Again, I'll just be mindful of what we cut or adjustment we make. That's all.

Mr. Foley: The new building is going up in Derby. Is there a projection of how many new students we'll be getting?

Dr. Conway: We did a ballpark projection for the only one involved in with that is Trolley Point. So, I do have those numbers from Trolley Point from a couple years ago when that project was a concept. I'll go back and take a look at those. The majority of those are efficiency to one-bedroom apartments. There's a couple two-bedroom, maybe four two bedroom in that. I'd have to check on those.

Ms. Harris: Making motion.

Ms. Tovar: Second.

Mr. Gildea: Motion carries.

ELECTRIC VEHICLE CHARGING STATION PRICING

Motion that the Special Board of Education approve the proposed pricing structure for the Electric Vehicle Charging Stations as recommended by the Plants and Facilities Committee. Passed with a motion made by Ms. Laura Harris and a second by Ms. Kim Tovar.

Jim Gildea	Yes
Melissa Mongillo	Yes
Kim Tovar	Yes
Karla Malerba	Yes
Erica Nuzzo	Yes
Dan Foley	Yes
Laura Harris	Yes
Rebecca O'Hara	Absent
Ken Marcucio	Absent

Mr. Gildea: We talked a little bit about it under the subcommittee report. Dan mentioned that it will be 30 cents for residents, 15 cents for staff residents after using it outside the schooling That was the fee that they recommended to cover cost of the electricity.

Ms. Harris: Making motion.

Ms. Tovar: Second.

Mr. Gildea: Motion carries.

ADJOURN

Motion that the Special Board of Education adjourn its meeting. Passed with a motion made by Ms. Kim Tovar and a second by Ms. Karla Malerba.

Jim Gildea	Yes
Melissa Mongillo	Yes
Kim Tovar	Yes
Karla Malerba	Yes
Erica Nuzzo	Yes
Dan Foley	Yes
Laura Harris	Yes
Rebecca O'Hara	Absent
Ken Marcucio	Absent

Ms. Tovar: Making motion.

Ms. Malerba: Second.

Mr. Gildea: Motion to adjourn at 7:56.

Marianne Samokar

Recording monitor