

Board of Education  
Darien, Connecticut

**TUESDAY, JULY 24, 2018**

**SPECIAL MEETING OF THE BOARD OF EDUCATION**

**Darien Public Schools'  
Administrative Offices  
Meeting Room  
6:30 p.m.**

**AGENDA**

1. Call to order
2. Adjourn to Executive Session (2<sup>nd</sup> Floor Conference Room) for the purpose of discussion of security and personnel
3. Reconvene in public session
4. Adjournment

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JULY 24, 2018**

**PLACE:  
DARIEN PUBLIC SCHOOLS'  
ADMINISTRATIVE OFFICES  
MEETING ROOM  
7:30 P.M.**

**TENTATIVE AGENDA**

1. Call to Order..... Mrs. Tara B. Ochman 7:30 p.m.
2. Chairperson's Report..... Mrs. Ochman
3. Public Comment\*..... Mrs. Ochman

\*Public Comments are limited to three minutes per individual and are designed to allow community members to inform the Darien Board of Education of their opinions and/or concerns. Where appropriate, community members are also encouraged to reach out to the school administration during regular school hours. There should be no expectation for dialogue on such public comments to take place at a regular public meeting, given that by law the Board may only discuss matters that are set forth on its agenda.

**REGULAR MEETING OF THE BOARD OF EDUCATION  
TUESDAY, JULY 24, 2018**

4. Superintendent's Report..... Dr. Elliott Landon
5. Approval of Minutes..... Board of Education
6. Board Committee Reports..... Mrs. Ochman
7. Presentations/Discussions
  - a. First Reading and Discussion..... Dr. Elliott Landon  
on Proposed 2018-2019  
District Goals and Objectives
  - b. First Reading and Discussion..... Dr. Elliott Landon  
of Proposed Schedule of  
January-June 2019 Regular  
Board of Education Meetings
  - c. Update Master Agenda ..... Dr. Elliott Landon  
February through August 2019
  - d. Update on enrollment for the..... Dr. Susie Da Silva  
2018-2019 school year
  - e. First Reading and Discussion ..... Ms. Marjorie Cion/  
of Proposed Revisions to Board Mrs. Stein  
of Education Policy 5250
8. Action Items
  - a. Personnel Items..... Ms. Marjorie Cion
    - i. Appointments
    - ii. Budget Control
    - iii. Resignations/Retirements
    - iv. Leaves of Absence
9. Public Comment\*..... Mrs. Ochman
10. Adjournment..... Mrs. Ochman

EL:nv

\*Public Comments are limited to three minutes per individual and are designed to allow community members to inform the Darien Board of Education of their opinions and/or concerns. Where appropriate, community members are also encouraged to reach out to the school administration during regular school hours. There should be no expectation for dialogue on such public comments to take place at a regular public meeting, given that by law the Board may only discuss matters that are set forth on its agenda.

**APPROVED**  
**SPECIAL MEETING OF THE BOARD OF EDUCATION**  
**Tuesday, June 12, 2018**

**PLACE:**  
**DARIEN PUBLIC SCHOOLS**  
**ADMINISTRATIVE OFFICES**  
**BOARD OF EDUCATION CONFERENCE ROOM**  
**7:00 P.M.**

**BOARD MEMBERS PRESENT:**

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Present	X	X	X	X		X*	X	X	X
Absent					X				

\*Mr. Maroney arrived at 8:09pm

**ADMINISTRATION PRESENT:**

Dr. Brenner, Dr. Da Silva, Ms. Klein, Mr. Feeney and Ms. Cion

**AUDIENCE:** Approximately 50

- |   |   |
|---|---|
| 1. Call to Order  | Mrs. Tara B. Ochman, Chair,<br>at 7:00pm (0:00) |
| 2. Presentation of Superintendent's<br>Citizenship Awards | Dr. Dan Brenner<br>at 7:00pm (0:00)             |
| 3. Chairperson's Report                                   | Mrs. Ochman, Chair, at 7:43pm<br>(0:43)         |
| 4. Public Comment   | Mrs. Ochman, Chair, at 7:44pm<br>(0:44)         |
| 5. Superintendent's Report                                | Dr. Dan Brenner at 7:44pm<br>(0:44)             |
| 6. Approval of Minutes (attachment)                       | Board of Education at 7:45pm<br>(0:45)          |

**MOTION TO APPROVE THE MINUTES OF THE SPECIAL MEETING AND EXECUTIVE SESSION OF THE BOARD OF EDUCATION HELD ON TUESDAY, MAY 22, 2018:**

**1<sup>st</sup> Mr. Dineen**

**2<sup>ND</sup> Mr. Burke**

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X			X	X	X
No									
Abstain									

**RESULT - MOTION PASSED (7-0-0)**

**MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON TUESDAY, MAY 22, 2018:**

**1<sup>st</sup> Mr. Dineen**

**2<sup>ND</sup> Mr. Burke**

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X			X	X	X
No									
Abstain									

**RESULT - MOTION PASSED (7-0-0)**

**MOTION TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION HELD ON WEDNESDAY, MAY 30, 2018:**

**1<sup>st</sup> Mr. Dineen**

**2<sup>ND</sup> Mr. Burke**

	Burke	Dineen	Hagerty-Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X			X	X	X
No									
Abstain									

**RESULT - MOTION PASSED (7-0-0)**

**7. Board Committee Reports**

Mrs. Ochman, Chair,  
at 7:45pm (0:45)

**PRESENTATIONS AND DISCUSSIONS**

**8. Presentations/Discussions:**

a. Report on High School  
College Acceptances and  
Awards; Profile on High  
School Class of 2018 and  
Post High School Plans  
(attachments)

Mrs. Ellen Dunn/  
Mr. Paul Ribeiro  
at 7:45pm (0:45)

b. Follow-up Report on Senior  
Internship Program at Darien  
High School

Mrs. Dunn  
at 7:54pm (0:54)

c. Report to Darien Planning and  
Zoning Commission re Stadium  
Lights at Darien High School  
(attachment)

Dr. Brenner/  
Mr. Chris Manfredonia  
at 8:16pm (1:16)

d. Update on District  
Enrollment  
(attachment)

Dr. Brenner  
at 8:18pm (1:18)

e. Discussion and Possible  
Action on Board of Education  
Policy Revisions  
(attachments)

Ms. Marjorie Cion/Mrs.  
Kathrine Stein  
at 8:20pm (1:20)

**MOTION TO APPROVE THE BOARD OF EDUCATION POLICY REVISIONS DATED JUNE 12, 2018:**

**1<sup>st</sup> Mr. Dineen**

**2<sup>ND</sup> Mr. Maroney**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X		X	X	X	X
No									
Abstain									

**RESULT -MOTION PASSED UNANIMOUSLY (8-0-0)**

**ACTION ITEMS**

9. Action Items:

a. Personnel Items

Ms. Cion at 8:21pm (1:21)

- i. Appointments  
(attachment)
- ii. Resignations/Retirements
- iii. Leave of Absence  
(attachment)

**MOTION TO APPROVE PERSONNEL ITEMS AS OUTLINED IN THE MEMO DATED JUNE 12, 2018:**

**1<sup>st</sup> Ms. Ritchie**

**2<sup>ND</sup> Ms. McCammon**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X		X	X	X	X
No									
Abstain									

**RESULT -MOTION PASSED UNANIMOUSLY (8-0-0)**

**MOTION TO ALLOW THE CHAIRMAN OF THE BOARD OF EDUCATION TO EXECUTE THE CONTRACT TO APPOINT DR. ELLIOTT LANDON INTERIM SUPERINTENDENT OF SCHOOLS FOR THE PERIOD OF JULY 1, 2018 TO JUNE 30, 2019:**

**1<sup>st</sup> Ms. Ritchie**

**2<sup>ND</sup> Mr. Burke**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X		X	X	X	X
No									
Abstain									

**RESULT -MOTION PASSED UNANIMOUSLY (8-0-0)**

10. Public Comment

Ms. Ochman  
at 8:24pm (1:24)

11. Adjournment to Executive  
Session to for the Purpose  
of Annual Review of Superintendent  
of Schools

Ms. Ochman  
at 8:24pm (1:24)

**MOTION TO ADJOURN TO EXECUTIVE SESSION:**

**1<sup>st</sup> Mr. Dineen**

**2<sup>nd</sup> Ms. Hagerty-Ross**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X		X	X	X	X
No									
Abstain									

**RESULT - MOTION PASSED UNANIMOUSLY (8-0-0)**

12. Adjournment

Ms. Ochman  
at 9:34pm (2:34)

**MOTION TO ADJOURN:**

**1<sup>st</sup> Ms. McCammon**

**2<sup>nd</sup> Ms. Ritchie**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X		X	X	X	X
No									
Abstain									

**RESULT - MOTION PASSED UNANIMOUSLY (8-0-0)**

Meeting adjourned at 9:34pm (2:34)

Respectfully Submitted,

Kathrine Stein,  
Secretary

**APPROVED**  
**SPECIAL MEETING OF THE BOARD OF EDUCATION**  
**Monday, June 25, 2018**

**PLACE:**  
**DARIEN PUBLIC SCHOOLS**  
**ADMINISTRATIVE OFFICES**  
**BOARD OF EDUCATION CONFERENCE ROOM**  
**10:30 A.M.**

**BOARD MEMBERS PRESENT:**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Present	X	X	X	X	X	X	X	X	X
Absent									

**ADMINISTRATION PRESENT:**

Dr. Brenner, Dr. Da Silva, Ms. Klein and Mr. Feeney

**AUDIENCE:** Approximately 10

- |   |   |
|---|---|
| 1. Call to Order  | Mrs. Tara B. Ochman, Chair,<br>at 10:30 a.m. (0:00) |
| 2. Discussion Regarding the<br>Budgetary impact of<br>Extracurricular Activities<br>and Athletics | Dr. Dan Brenner<br>at 10:31 a.m. (0:01)             |
| 3. Public Comment   | Mrs. Ochman, Chair,<br>at 1:19 p.m. (2:49)          |
| 4. Adjournment  | Ms. Ochman<br>at 1:19 p.m. (0:00)                   |

**MOTION TO ADJOURN:**

**1<sup>st</sup> Ms. Ritchie**

**2<sup>nd</sup> Mr. Dineen**

	Burke	Dineen	Hagerty- Ross	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

**RESULT - MOTION PASSED UNANIMOUSLY (9-0-0)**

Meeting adjourned at 1:19 p.m. (2:49)

Respectfully Submitted,

Kathrine Stein,  
Secretary

Darien Public Schools  
**DRAFT** District Goals 2018-2019

Curriculum & Instruction	<a href="#">Action Steps</a>	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Improve the vertical alignment of curriculum, implementation and access to innovative, best practices in teaching and learning across content areas (K-12).	District's Curriculum Leaders will: <ul style="list-style-type: none"><li>● Calibrate teaching and learning across content areas/and levels</li><li>● Follow the Learning Rounds Model with leadership team members</li><li>● Implement the district's Responsive Curriculum Model</li></ul>			
Provide students with experiences in mathematics that build on students conceptual understanding, and ability to think and solve problems in multiple ways.	<ul style="list-style-type: none"><li>● All teachers of grades K-2 will implement Math in Focus</li><li>● Grades 6-8 Math research team will study the implications of the adopted Math in Focus program on MMS and make recommendations for next steps.</li><li>● Teachers will be provided with professional development. <a href="#">Teacher Plan</a></li><li>● Parents will be made aware of how children will be learning mathematics at the elementary level through a variety of mediums. <a href="#">Parent Workshops</a></li></ul>			
Actualize the vision of the re-imagined library with a physical and digital destination that supports: <ul style="list-style-type: none"><li>● <i>independence and collaboration</i></li><li>● <i>inquiry, creativity, and reflection</i></li><li>● <i>a inspirational, dynamic, and well-resourced space.</i></li></ul>	<ul style="list-style-type: none"><li>● Collaborate with community, parent organizations, Board of Education members, school staff and students by finalizing planning documents and budget estimates for all 7 school library spaces.</li><li>● Library collections to be weeded to within AASL guidelines to create more open spaces.</li><li>● Excess furniture and outdated equipment to be removed.</li><li>● Identify and contract with architect to actualize design specifictions outlined in Re-Imagining Libraries report for each library space.</li><li>● Collaborate with Facilities &amp; Business office to develop costs for re-engineering library spaces</li></ul>	January and June		x



	<ul style="list-style-type: none"><li>• Work with BOE, PTO, and Darien Technology Fund to identify potential funding sources</li><li>• Develop 2019-20 budget proposal to fully fund renovation of library spaces</li><li>• Work with principals, school-based committees, architect, Facilities, Business, and IT to finalize plans in anticipation for Summer 2019 start.</li></ul>			
Provide students with a digital and media literacy experience through an integrated approach in Library Media and content area learning.	<p>Finalize the K-12 Library Media Curriculum to align with new International Society of Technology in Education (ISTE), American Association of School Librarians (AASL), and current curriculum units of study:</p> <ul style="list-style-type: none"><li>• Collaborate with department chairpersons<ul style="list-style-type: none"><li>◦ Integrate curriculum with content chairpersons (K-12)</li></ul></li><li>• Create Library Media website to house curriculum documents and related resources.</li><li>• Provide professional development for LMS staff and general education staff</li><li>• Communicate with families through workshops and/or newsletters</li></ul>			
Support students in being productive citizens and practicing healthy behaviors through a <i>Whole School, Whole Community, Whole Child Model</i> for health & wellness	<p>Continue the study of the SEL curriculum and develop a curriculum writing team, PK-12:</p> <ul style="list-style-type: none"><li>◦ Identify a scope and sequence PK-12 of Social Emotional Learning outcomes</li><li>◦ Create DRAFT integrated units and/or lessons</li><li>◦ Identify assured practices, PK-8 in support of the school climate/community</li><li>◦ Develop/identify programs for ongoing school-wide assemblies PK-12</li><li>◦ Finalize the SRBI structure for behavior</li><li>◦ Plan for and make revisions on the elementary progress report based to align to SEL outcomes</li><li>◦ Implement components of Responsive Classroom (PK-8) and provide professional development across all staff</li></ul> <p>Continue the work of the PK-12 for health curriculum</p>			

	<div>writing team:<ul style="list-style-type: none"><li>○ Identify a parallel scope and sequence K-12 health topics</li><li>○ Create DRAFT units and/or lessons</li><li>○ Make shifts in Scope and Sequence as a result of the teacher feedback</li></ul></div> <div>Extracurricular Commitment Courses:<ul style="list-style-type: none"><li>● Implement Courses 1 and 2 as a component of the extracurricular activities</li><li>● Create Course 3 as a component of the extracurricular activities</li></ul></div>			
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Business	Action Steps	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Create a structure of security and workflow to ensure greater control of operations.	Construct groups with assigned access for workflow procedures.			
Continue the District’s efforts toward paperless alternatives.	Implement ‘Employee Self Serve’ for individual employee information <ul style="list-style-type: none"><li>○ Create individual online access for electronic W-2 and payroll check retrieval</li></ul>			
Ensure compliance with new requirements of Section 10-10c of the Connecticut General Statutes.	Rollout of the State of Connecticut’s online Education Financial System (EFS) for financial reporting.			

Special Education	Action Steps	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Early Learning Program (ELP) staff will be trained on the Connecticut Documentation and Observation for Teaching System (CT DOTS) and implement the systematic structure to (a) assess student development, (b) collect data on developmental progress, and (c) create	Targeted Professional Development for Early Learning Program (ELP) special educaion teachers, psychologists, speech and language patholgists, behaviorists (BCBAs and BCaBAs) in the Connecticut Documentation and Observation for Teaching System (CT DOTS) Training by CES on site.			

DRAFT District Goals 2018-2019

individualized educational experiences based on students' developmental levels.				
Professional development related to the implementation of current exemplary assessment tools, practices, and data collection for special education staff will inform IEP goal development, mastery criteria, and instructional practices.	Training provided by the New England Center for Children (NECC) and Autism Curriculum Encyclopedia Training (ACE). Targeted professional development in best practices in current assessments and data collection for progress monitoring Grades Pre-K - 12.			
The implementation of research-based models of co-teaching (e.g., station teaching).	Coaching, monitoring, and feedback by consultant and administrators on the implementation of effective models of co-teaching in classrooms at established intervals.			
To continue the implementation of best practices in IEP goal writing for special education teachers, psychologists, speech and language pathologists, behaviorists (i.e., BCBA, BCaBA), occupational therapists, physical therapists, teacher of the hearing impaired, and teachers of the visually impaired.	Targeted development in writing Specific, Measurable, Achievable, Relevant, and Time Bound Goals (SMART GOALS).			
To be a community resource on educational and clinical topics of interest.	Presentations on current topics for community members.			

Human Resources	<a href="#">Action Steps</a>	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
To continue the review, revision and updating of district policies.	Prioritize policies to present to the Board for approval.			
To conclude negotiations and arbitration proceedings.	Negotiations with the Custodians, Maintenance and Cafeteria Workers begin this year. Arbitration with the Paraprofessionals continues.			
To expand upon current recruitment strategies.	Investigate the possibility of hosting a recruitment fair in Darien.			
To continue to explore paperless alternatives to	To study the possibility of integrating the functions of			

DRAFT District Goals 2018-2019

District practices.	Applitrack and Aesop as well as online onboarding.			
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Community	<a href="#">Action Steps</a>	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Collect meaningful feedback from the districts stakeholders on school district’s climate.	Review, revise and administer the school climate survey.		Spring	
Keep parents up to date through various communication mechanisms.				

Facilities	<a href="#">Action Steps</a>	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Continue to review/implement security enhancements. Make recommendations for future projects related to the safety and security of school buildings.	Create ‘mantraps’ at MMS and Holmes and upgrade security cameras district wide.  Update swipe card system and alarm doors at High School.			
Review projects within the 5 year plan.	Update the 5 year master plan beyond the Ox Ridge proposal.			
Review the renovation of Ox Ridge Elementary School.	Complete the educational specifications for the Ox Ridge new building project.			

Technology	<a href="#">Action Steps</a>	Board of Education Discussion Item	Status: Fall, Winter, Spring Update	2019-2020
Create a culminating experience that evidences individual growth over time across one or more grade levels and within multiple disciplines.	Fully implement digital portfolio process at Middlesex Middle School ( <i>Pilot completed in 2017-18</i> )  Explore digital portfolio initiative and potential pilot at Darien High School  <b>MMS:</b>			

	<ul style="list-style-type: none"><li>• Establish MMS Capstone Committee</li><li>• Set-Up Digital Portfolio for Grades 6-8</li><li>• Idenitfy items to be captured in portfolio by department &amp; grade level</li><li>• Parent presentations in Spring</li></ul> <i>*Staff PD to be on-going throughout the year</i> <b>DHS</b> <ul style="list-style-type: none"><li>• Initiate ground work for a digital portfolio with the DHS Technology Committee and administration</li></ul>			
<p>Implement Darien Technology Plan (Year 3) 1:1 Roll-out for Grades 5 &amp; 9</p> <p>In 2018-19, Darien will be 1:1 in the following grades: Grade 4: Chromebook carts in classrooms Grades 5-8: Chromebooks (home-school) Grades 9-11: iPads</p>	<p><b>ALL:</b></p> <ul style="list-style-type: none"><li>• Check all digital sign-offs are complete (Loan agreement, AUP)</li><li>• Move inventory of district devices from ASPEN to Destiny</li></ul> <p><b>Elementary:</b></p> <ul style="list-style-type: none"><li>• Conduct five building-based parent meetings for Grade 5 as part of elementary roll-out in September.</li><li>• Complete digital citizenship training for all Grade 5 students prior to issuing a Chromebook for home and school use.</li></ul> <p><b>DHS:</b></p> <ul style="list-style-type: none"><li>• DHS Technology Committee and iTeam students to support roll-out of iPads to rising 9th grade students.</li><li>• Students will set-up email, review DHS Core applications, and discuss areas of digital citizenship during roll-out.</li></ul>			

DARIEN BOARD OF EDUCATION  
Darien, Connecticut

**P R O P O S E D**

**SCHEDULE OF REGULAR BOARD OF EDUCATION MEETINGS  
FOR THE 2018-2019 SCHOOL YEAR**

<b><u>2018</u></b>		<b><u>2019</u></b>	
July	24	Jan.	5 or 12* (Sat.)
			8
Aug.	28		22
Sept.	11	Feb.	12
	25		26
Oct.	9	March	13* (Wed.)
	23		26
Nov.	13	April	9
	27		23
Dec.	11	May	14
			28
		June	11
			25

All meetings listed above are regularly scheduled Board of Education meetings. All meetings will be held in the Darien Board of Education Meeting Room, 35 Leroy Avenue, Darien, Connecticut at 7:30 p.m. The Darien Board of Education meets on the second and fourth Tuesday of every month, unless otherwise indicated by \*.

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Tara B. Ochman, Chairman  
Darien Board of Education

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Kathrine G. Stein, Secretary  
Darien Board of Education

**For the Purpose of Community Planning**

**2018-19 Darien School District Calendar**  
**(Adopted by the Board of Education on May 23, 2017)**  
**(Amended Calendar Adopted by the Board of Education on April 17, 2018)**

July					
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

August (2)				
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27*	28*	29	30	31

23, 24 New Staff Orientation  
 27, 28 Professional Development  
 29 Teacher Work Day  
 30 Students Return

September (17)					
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21^	
24	25	26	27	28	

3 Labor Day  
 10 Rosh Hashanah  
 19 Yom Kippur  
 21 Professional Learning Communities – High School

October (23)				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26^
29	30	31		

26 Professional Learning Communities – High School

November (19)				
			1	2
5	6*	7	8	9
12	13	14	15	16^
19	20	21	22	23
26	27	28	29	30

6 Professional Development  
 16 Professional Learning Communities – High School  
 21 Early Dismissal  
 22 & 23 Thanksgiving Recess

December (15)				
3	4•	5•	6•	7•
10	11	12	13	14^
17	18	19	20	21
24	25	26	27	28
31				

4-7 Elementary Parent Conferences  
 14 Professional Learning Communities – High School  
 21 Early Dismissal  
 24-31 Holiday Recess

January (20)				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18*
21	22	23	24	25
28	29	30	31	

1 Holiday Recess  
 18 Professional Development  
 21 Martin Luther King Jr. Day

February (14)				
				1^
4	5	6	7	8
11	12	13	14	15*
18	19	20	21	22
25	26	27	28	

1 Professional Learning Communities – High School  
 15 Professional Development  
 18 Presidents' Day  
 19 - 22 February Recess

March (21)				
				1
4	5	6	7	8^
11	12	13	14	15
18	19•	20•	21•	22•
25	26	27	28	29

8 Professional Learning Communities – High School  
 19-22 Elementary Parent Conferences

April (17)				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26^
29	30			

15-19 Spring Recess  
 19 Good Friday  
 26 Professional Learning Communities – High School

May (22)				
	1	2	3	
6	7	8	9	10^
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

10 Professional Learning Communities – High School  
 27 Memorial Day

June (10)				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

14 School ends for students  
 17 Teacher Work Day

*Note #1: If schools are closed due to weather, additional days will be added to the end of the school year. Regarding High School graduation, by State law, after April 1<sup>st</sup>, Boards of Education are permitted to establish a graduation date. Therefore, the Board of Education will make that determination at its first regular April, 2019 meeting.*

Code: \_ Early Dismissal (11/21, 12/21, 6/14); \* Staff Development Days; No School for Students; \_ Teacher Work Day; ^Professional Learning Communities for High School Only – (9/21, 10/26, 11/16, 12/14, 2/1, 3/8, 4/26, 5/10);  
 Elementary Parent Conference Days (12/4, 12/5, 12/6, 12/7; 3/19, 3/20, 3/21, 3/22)

**BOARD OF EDUCATION MASTER AGENDA  
FEBRUARY 2018 THROUGH AUGUST 2018  
(APPROVED BY THE BOARD OF EDUCATION ON JANUARY 23, 2018)**

**February 13th**

- Discussion and Approval of Proposed Board of Education 2018-2019 Budget
- Update on Kindergarten Enrollment for 2018-2019
- Update on Standardized Testing Schedule – Smarter Balance Assessment (SBAC) and CMT Science – Elementary and Middle School; and High School Schedule for SAT and CAPT Tests

**February 27th**

- Interim Progress Report on 2017-2018 District Goals and Objectives - rescheduled to March 14
- Verbal Update on Kindergarten Enrollment for 2018-2019 – February 13th
- Continued Review, Revision and Update of Board of Education Policies – to be rescheduled
- Update on Facilities Committee Work
- Discussion and Possible Acceptance of Contemplated Gift from the Holmes PTO
- Discussion and Possible Acceptance of Contemplated Gift from Darien Music for Youth

**March 14th, Wednesday**

- Presentation and Discussion on Darien High School Second Semester Enrollment Distribution Report – rescheduled to March 27
- Presentation and Discussion of 2017-18 Budget Update and Action on Budget Transfers – to be rescheduled
- Update on Kindergarten Enrollment for 2018-2019 – rescheduled to March 27
- Interim Progress Report on 2017-2018 District Goals and Objectives – rescheduled from February 27
- Update on School Facilities and Ox Ridge School Facility
- Discussion on Possible Date for Public Hearing on Ox Ridge School Facility



## March 27th

- Presentation and Discussion on Darien High School Second Semester Enrollment Distribution Report
- Presentation, Discussion and Possible Approval of Middlesex Outdoor Overnight Field Trip
- Presentation, Discussion and Possible Approval of Middlesex Boston Field Trip
- Discussion and Possible Action on Elementary Parent Conference Days and January 2019 Professional Development Day for 2018-19 School Year
- Tentative Recommendation for Establishing 2018 Darien High School Graduation Date
- Update on Kindergarten Enrollment for 2018-2019 - rescheduled from March 14
- School Resource Officers
- Discussion and Possible Acceptance of Contemplated Gift from Darien High School PTO

## April 17th

- Further Discussion and Action on Establishing 2018 Darien High School Graduation Date
- ~~First Reading and Discussion of 2019-20 School Calendar – or May 8 May 22~~
- Update on Kindergarten, Elementary, Middle School and High School Enrollment for 2018-2019
- Action on Non-Renewal of Certified Staff Working under One-Year Contracts and Long Term Substitutes
- Discussion and Possible Action on Ox Ridge Building Project – to be rescheduled
- Presentation and Discussion of 2017-18 Budget Update and Action on Budget Transfers – to be rescheduled
- Continued Review, Revision and Update of Board of Education Policies – to be rescheduled
- Further Discussion and Action on Proposed Revised 2018-19 School Calendar
- Further Discussion and Possible Action on School Resource Officers
- Presentation, Discussion and Action on Educational Specifications for Central Office Roof Replacement Project

## May 8th

- Update and Discussion on Extended School Year Program
- Verbal Update on High School and Middle School Scheduling
- Action on Elementary Parent Conference Days for 2018-19 School Year - rescheduled to April 17
- Curricula Update – Library/Media
- First Reading and Discussion of Proposed 2019-20 School Calendar
- ~~Presentation, Discussion and Possible Action on Proposed Technology Plan for 2018-2021 (2017-18 District Goal)~~
- Continued Review, Revision and Update of Board of Education Policies – rescheduled to June 12
- Further Discussion on Ox Ridge School Building Proposal
- Contract Agreement between the Darien Secretaries Union and the Darien Board of Education

## May 22nd

- Presentation and Discussion of 2017-18 Budget Update and Action on Budget Transfers
- Further Discussion and Possible Action on 2019-2020 Darien School Calendar
- Discussion and Possible Acceptance of Contemplated Gifts from Darien Youth Lacrosse
- Follow-up Presentation on K-12 Health and Wellness Curriculum
- Update on Gifted Education – rescheduled to June 26
- Review and Discussion of Proposed Board of Education Policy Revisions
- Update on Ox Ridge School Facility Proposal

## June 12th

- Superintendent's Citizenship Awards
- Recognition of DPS Retirees, Darien Library, Fitch Academy
- Report on High School College Acceptances and Awards; Profile on High School *Class of 2018* and Post High School Plans
- Follow-up Report on Senior Internship Project at Darien High School
- Update on District Enrollment
- Report on Barbara Harrington Fund Awards – rescheduled to June 26

## June 12th, cont.

- Update on Reiss Fund Conference – to be rescheduled
- Update on High School and Middle School Scheduling – rescheduled to May 8
- Report to Darien Planning and Zoning Commission re Stadium Lights at DHS
- Update, Discussion and Possible Action on Recommended Reallocations for 2018-2019 Budget – to be rescheduled
- Presentation, Discussion and Possible Action on Proposed Technology Plan for 2018-2021 (2017-18 District Goal) – to be rescheduled
- Discussion and Possible Action on Board of Education Policy Revisions

## June 26th

- Annual Progress Report on 2017-2018 District Goals and Objectives
- Curriculum Directors' Presentations
- Presentation and Possible Approval of Revised Facilities Use Fee Schedule – rescheduled to July 24
- Annual Report on Donations
- First Reading and Discussion of Proposed Schedule of 2018-2019 Regular Board of Education Meetings – rescheduled to July 24
- Update Master Agenda – February through August 2018 – rescheduled to July 24
- Update, Discussion and Possible Action on Recommended Reallocations for Adopted 2018-2019 Budget – to be rescheduled
- ~~Presentation and Discussion on Revised Teacher and Administrator Evaluation and Professional Learning Plans – deleted, not necessary~~
- Report on Barbara Harrington Fund Awards – rescheduled from June 12
- Update on Reiss Fund Conference – to be rescheduled
- Update on Gifted Education – rescheduled from May 22

## July 24th

- First Reading of District Goals and Objectives for 2018-2019
- Discussion on Board of Education Roles and Responsibilities
- Update on Enrollment and Possible Action on Utilization of Budget Control
- Update on Facilities
- First Reading and Discussion of Proposed Schedule of 2018-2019 Regular Board of Education Meetings – rescheduled from June 26
- Update Master Agenda – February through August 2018 – rescheduled from June 26
- Presentation and Possible Approval of Revised Facilities Use Fee Schedule – rescheduled from June 26

## August 28th

- Verbal Update on Regular and Special Education Staffing for 2018-2019
- Discussion and Action on 2017-2018 Final Year End Financial Report – or September 11, 2018
- First Reading of Board Master Agenda for August 2018-January 2019 – or September 11, 2018
- Adoption of District Goals and Objectives 2018-2019
- Adoption of Board of Education Roles and Responsibilities
- Update on Summer Facilities Projects
- Presentation, Discussion and Possible Action on Proposed Revised Facilities Use Fee Schedule
- Discussion and Possible Action on Proposed US-China Exchange Field Trip to Washington, DC
- Appointment of an Impartial Hearing Officer for Student Disciplinary Matters for the 2018-2019 School Year, as they arise
- Further Discussion and Action on Proposed Schedule of 2018-2019 Regular Board of Education Meetings
- **PSAT Date Change**

DB:nv

## Darien Public Schools - Administrative Offices

35 Leroy Avenue – P.O. Box 1167 – Darien, Connecticut 06820-1167  
Tel: 203-656-7414 Email: [sdasilva@darienps.org](mailto:sdasilva@darienps.org)

### Memo

July 19, 2018

To: Elliott Landon, Superintendent of Schools  
From: Susie Da Silva, Ed.D., Assistant Superintendent for Curriculum and Instruction, K-12  
Re: PK-12 Enrollment for the 2018-2019 school year

Below you will find enrollment figures for grades PK-12 by school. In addition, I have included an update on the current Kindergarten/ELP registrations for the 2018-2019 school year.

I look forward to answering any questions at the Board of Education meeting on July 24, 2018.

### PK-12 Enrollment 2018-2019 as of July 19, 2018

Hindley	ELP	KDG	GR 1	GR 2	GR 3	GR 4	GR 5	MALE	FEMALE	TOTAL
		19	17	19	17	21	19			
		19	17	20	17	21	20			
		20	18	19	18	21	19			
		20	17	20	18	20	20			
Total		78	69	78	70	83	78	249	207	456

Holmes	ELP	KDG	GR 1	GR 2	GR 3	GR 4	GR 5	MALE	FEMALE	TOTAL
		21	21	21	20	20	19			
		21	21	21	21	20	20			
		22	21	21	21	20	20			
			21	22		20	19			
Total		64	84	85	62	80	78	229	224	453

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Ox Ridge	ELP	KDG	GR 1	GR 2	GR 3	GR 4	GR 5	MALE	FEMALE	TOTAL
	12	20	21	18	18	18	21			
	13	19	20	18	18	18	20			
		19	20	18	17	18	21			
				18	17		21			
Total	25	58	61	72	70	54	83	196	227	423

Royle	ELP	KDG	GR 1	GR 2	GR 3	GR 4	GR 5	MALE	FEMALE	TOTAL
	11	18	20	18	19	19	21			
	10	18	21	18	18	19	21			
	9	18	20	19	18	20	21			
	15				19					
Total	45	54	61	55	74	58	63	222	188	410

Tokeneke	ELP	KDG	GR 1	GR 2	GR 3	GR 4	GR 5	MALE	FEMALE	TOTAL
	14	16	18	19	18	19	23			
	15	17	18	19	19	20	22			
		16	17	18	19	20	22			
		16	17	18	19	20	22			
Total	29	65	70	74	75	79	89	263	218	481

[illegible]

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Middlesex	<u>GR 6</u>	<u>GR 7</u>	<u>GR 8</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>
	378	366	349	541	552	1093

DHS	<u>GR 9</u>	<u>GR 10</u>	<u>GR 11</u>	<u>GR 12</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>
	387	337	362	339	734	691	1425

### Kindergarten Registrations

School	<u>Registrations as of 2/9/18</u>	<u>Registrations as of 3/20/18</u>	<u>Registrations as of 4/4/18</u>	<u>Registrations as of 6/4/18</u>	<u>Registrations as of 7/19/18</u>	<u>Budgeted Numbers</u>	<u>Budgeted Sections 2018-2019</u>	<u>Class Size Range</u>
Hindley	70	72	72	76	78	75	4	18 <del>19-21</del> 22
Holmes	57	59	61	63	64	74	4	
Ox Ridge	51	51	55	58	58	65	3	
Royle	42	43	43	49	54	66	3	
Tokeneke	57	59	63	66	65	75	4	
ELP	92	95	96	96	99			10 <del>12</del> 15
Total	369	379	390	408	418			

# Memorandum

To: Board of Education

From: Katie Stein  
Marge Cion

Date: July 24, 2018

Re: Board Policy 5250

After receiving input from the Board of Education and the Commitment Committee, we consulted with Shipman and Goodwin for their advice on best practice for policies relating to student participation in extracurricular activities. Based on the input we received and the advice of counsel, we are asking the Board to approve the revision to Policy 5250 (Misconduct Related to Voluntary school Organization and Activities) so that the requirements of that policy pertain to conduct both *on and off* school grounds.



Darien Public Schools  
Darien, Connecticut

POLICY

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Series 5200  
Rights and Responsibilities

Policy 5250

MISCONDUCT RELATED TO VOLUNTARY SCHOOL  
ORGANIZATIONS AND ACTIVITIES

Student membership on athletic teams, membership in extracurricular organizations, and participation in school activities is a privilege that carries with it the obligation for students to act responsibly. Therefore, all student participants in voluntary extracurricular and athletic opportunities shall abide by a code of conduct that will earn them the learning, the honor, and the respect that participation in school-sponsored programs affords. Specifically, the Board of Education, acting through the Superintendent, reserves the right to limit or revoke this privilege of participation, including the opportunity for leadership positions, if the student engages in misconduct as determined by the Superintendent or his/her designee. Misconduct shall mean any violation of publicized rules for the activity, school rules, Board of Education Policies or local, state, and federal laws. These requirements apply to conduct on [and off](#) school grounds, and also extend to participation in any affiliated local, regional, or national organizations or the honors related to the school activity. Students who choose to participate on teams, in organizations, or in activities voluntarily accept these requirements, and shall signify such acceptance by acknowledging, through an electronic signature, the Darien High School Handbook, which includes the Illegal Substances and Tobacco Policy for Student Athletes and Students Participating in Extracurricular Activities, 5230, and additional rules and regulations concerning participation in athletics and extracurricular activities. In appropriate cases, any such misconduct may also result in separate disciplinary action taken by the principal in consultation with those having supervisory responsibility for activities, including suspension or expulsion from school, in accordance with applicable state and federal law and the Board's Student Discipline Policy.

APPROVED: January 14, 2003

REVISED: June 9, 2009

REVISED:

# PERSONNEL ACTION REPORT

July 24, 2018

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
Appointments							
1	Colby Blake	Appointment	A. Pietrafeso/MMS/ English	8/27/2018	6/30/2022	Teacher	English 7 - 12 MA + 30 Step 5
2	Rachael Sandler	Appointment	M Torrance/MMS/Guidance Counselor	8/27/2018	6/30/2022	Teacher	School Counselor MA Step 7
3	Colleem Roemer	Appointment	K. McDavid/DHS/Math	8/27/2018	6/30/2019	Teacher	Math 7 - 12 MA Step 3
4	Bethany Reade	Appointment	Katherine Reilly/MMS/Special Education	8/27/2018	6/30/2022	Teacher	Special Education K-12 MA Step 3
5	Jesse Cersosimo	Appointment	A Wallenfang/English/DHS	8/27/2018	6/30/2022	Teacher	English 7-12 MA + 30 Step 6
6	Kaitlin Tyrol	Appointment	L Raider/MMS/Special Education	8/27/2018	6/30/2022	Teacher	Special Education K-12 MA Step 4
7	Kristen Turkosz	Appointment	S. Kozlowski / Itinerant/Elementary Music Teacher	8/27/2018	6/30/2020	Teacher	Music Pre K - 12 MA Step 16
Resignations and Retirements (Informational)							
8	Kathy Alpeter	Reduction in Force	MMS/ School Nurse		6/30/2018		
9	Megan Wade	Resignation	ELP/ Special Education Paraprofessional		6/30/2018		
10	Elsa Agosto	Resignation	Spanish/Ox Ridge		6/30/2018		
Budget Control							
	Position	FTE Requested					
	Nurse	0.2					
	Idea Teacher	0.2					