

Board of Education
Darien, Connecticut

TUESDAY, JANUARY 8, 2019

SPECIAL MEETING OF THE BOARD OF EDUCATION

**Darien Public Schools'
Administrative Offices
Meeting Room
7:00 p.m.**

AGENDA

1. Call to order
2. Adjourn to Executive Session (2nd Floor Conference Room) for the purpose of discussion regarding personnel pursuant to Connecticut General Statute 1-200(6) (A)
3. Reconvene in public session.
4. Adjournment.

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, JANUARY 8, 2019**

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

TENTATIVE AGENDA

- | | | |
|---------------------------------|--------------------|-----------|
| 1. Call to Order..... | Mrs. Tara Ochman | 7:30 p.m. |
| 2. Chairperson's Report..... | Mrs. Tara Ochman | |
| 3. Public Comment*..... | Mrs. Tara Ochman | |
| 4. Superintendent's Report..... | Dr. Elliott Landon | |
| 5. Approval of Minutes..... | Board of Education | |

*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, JANUARY 8, 2019**

- 6. Board Committee Reports..... Mrs. Tara Ochman

- 7. Presentations/Discussions
 - a. Further Discussion and Possible.. Dr. Elliott Landon
Action on Contemplated Gift of
Darien High School Cross Country
Running Track

 - b. Follow Up Discussion on..... Dr. Elliott Landon
January 5th Board Meeting
Questions on 2019-2020
Proposed Board of Education
Budget

 - c. Proposed Memorandum of..... Mr. Michael Feeney
Understanding between the
Darien Board of Education and
the Darien Police Department

 - d. Presentation and Discussion.... Dr. Elliott Landon
of Board Master Agenda for
February - August 2019

- 8. Action Items
 - a. Personnel Items..... Ms. Marjorie Cion
 - i. Appointments
 - ii. Resignations/Retirements

- 9. Public Comment*..... Mrs. Tara Ochman

- 10. Adjournment..... Mrs. Tara Ochman

EL:nv

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APPROVED
REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, November 27, 2018

PLACE:
DARIEN PUBLIC SCHOOLS
ADMINISTRATIVE OFFICES
BOARD OF EDUCATION CONFERENCE ROOM
7:30 P.M.

BOARD MEMBERS PRESENT:

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Present	X	X	X	X	X	X	X	X	X
Absent									

ADMINISTRATION PRESENT:

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

AUDIENCE: Approximately 35

- | | |
|------------------------------------------------------------------------------------|----------------------------------------------------|
| 1. Call to Order | Mrs. Tara B. Ochman, Chair,
at 7:30 p.m. (0:00) |
| 2. Chairperson's Report | Mrs. Ochman, Chair,
at 7:31 p.m. (0:01) |
| 3. Public Comment | Mrs. Ochman, Chair,
at 7:33 p.m. (0:03) |
| Julie Best 35 Red Rose Circle (CDSP Co-chair)
Courtney Darby 23 Old Parish Road | |
| 4. Superintendent's Report | Dr. Elliott Landon
at 7:36 p.m. (0:06) |
| 5. Approval of Minutes (attachment) | Board of Education
at 7:36 p.m. (0:06) |

MOTION TO APPROVE THE MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION HELD ON TUESDAY, NOVEMBER 13, 2018:

- 1st Mr. Dineen**
2ND Ms. McNamara

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X		X		X
No									
Abstain						X		X	

RESULT - MOTION PASSED (7-0-2)

MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON TUESDAY, NOVEMBER 13, 2018:

- 1st Mr. Brown**
2ND Mr. Burke

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X		X		X
No									
Abstain						X		X	

RESULT - MOTION PASSED (7-0-2)

6. Board Committee Reports

Mrs. Ochman, Chair,
at 7:37 p.m. (0:07)

PRESENTATIONS AND DISCUSSIONS

7. Presentations/Discussions:

a. Special Education Update

Mrs. Shirley Klein/
Ms. Laura Straiton/
Dr. Scott McCarthy/
Ms. Shira Schwartz/
Ms. Kristin O'Reilly
at 7:37 p.m. (0:07)

b. Presentation of Updated
Five Year Capital Plan

Mr. Michael Feeney/
Mr. Michael Lynch
at 8:28 p.m. (0:58)

c. Presentation and Discussion
of Preliminary Major Budget
Initiatives for 2019-2020

Dr. Elliott Landon/
Dr. Susie Da Silva
at 9:14 p.m. (1:44)

d. Presentation, Discussion and
Possible Action on Recommendation
For Solar Panels at Tokeneke,
Holmes and the Board of Education

Dr. Elliott Landon/
Mr. Michael Feeney
at 9:45 p.m. (2:15)

MOTION TO APPROVE THE SOLAR PANELS FOR TOKENEKE, HOLMES AND BOARD OF EDUCATION:

1st Mr. Maroney

2ND Mr. Burke

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED (9-0-0)

e. Presentation, Discussion and
Possible Acceptance of
Contemplated Gifts for the Darien
High School Athletic Department

Mr. Chris Manfredonia/
at 10:03 p.m. (2:33)

MOTION TO APPROVE THE GIFTS FOR THE DARIEN HIGH SCHOOL ATHLETIC DEPARTMENT:

1st Mr. Brown

2ND Mr. Dineen

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED (9-0-0)

f. Discussion and Possible Action on Superintendent Focus Group Qualifications For Next Superintendent of Schools

Mrs. Tara Ochman
at 10:08 p.m. (2:38)

MOTION TO APPROVE THE SUPERINTENDENT FOCUS GROUP QUALIFICATIONS FOR THE NEXT SUPERINTENDENT OF SCHOOLS:

1st Ms. McNamara

2ND Mr. Burke

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED (9-0-0)

g. Further Discussion and Action on Proposed New Board of Education Policy 5285 - Child Sexual Abuse and Assault Policy and Reporting Procedure

Ms. Marjorie Cion/
Mrs. Kathrine Stein
at 10:09 p.m. (2:39)

MOTION TO APPROVE BOARD OF EDUCATION POLICY 5285 – CHILD SEXUAL ABUSE AND ASSAULT POLICY AND REPORTING PROCEDURE:

1st Ms. Ritchie

2ND Mr. Maroney

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED (9-0-0)

h. Further Discussion and Action on Policy Revisions: 4025 Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School Employees; 4050 Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder; 5100 Physical Restraint and Seclusion of Students and Use of Exclusionary

Time Out

MOTION TO APPROVE REVISIONS TO BOARD OF EDUCATION POLICIES 4025, 4050 AND 5100

1st Mr. Dineen

2ND Ms. McNamara

	Brown	Burke	Dineen	McCammon	McNamara	Maroney	Ochman	Ritchie	Stein
Yes	X	X	X	X	X	X	X	X	X
No									
Abstain									

RESULT - MOTION PASSED (9-0-0)

8. Public Comment

Mrs. Ochman, Chair,
at 10:12 p.m. (2:42)

Clara Sartori 161 Old Kings Highway South (RTM Education)

9. Adjournment

Mrs. Ochman, Chair,
at 10:14 p.m. (2:44)

MOTION TO ADJOURN:

1st Ms. Ritchie

2nd Mr. Burke

	Brown	Burke	Dineen	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 10:14 p.m. (2:44)

Respectfully Submitted,

Kathrine Stein,
Secretary

Darien Public Schools - Administrative Offices

35 Leroy Avenue - P.O. Box 1167 - Darien, Connecticut 06820-1167
Tel: 203-656-7412 Email: elandon@darienps.org

To: Members of the Board of Education
From: Elliott Landon
Subject: Darien High School Cross Country Running Track
Date: January 8, 2019

As the Board contemplates the acceptance of the above-referenced running track, it is my suggestion, based upon our discussions in December when this gift was first presented, that the Board consider adding two provisions, as follows:

1. The cross country running track that lies solely on, or adjacent to, the property of Darien High School, shall officially be designated "off limits" to any persons who are neither students nor staff at Darien High School on all days when school is in session during the regular school year and when summer school is in session.
2. At no time are persons with dogs to be permitted to use the running track to walk or run their dogs.

To enforce these restrictions, the Board of Education shall have erected multiple signage along the DHS running track that prohibits public use when school/summer school is in session, with a codicil that indicates enforcement of these restrictions by the Darien Police Department, when necessary.

Exempted from these provisions is the running track on the Diller property, a responsibility of the Darien Parks and Recreation Department.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education accepts with appreciation from the Darien Athletic Foundation, a gift of a cross country running track on, or adjacent to, the property of Darien High School, and

Be It Further Resolved, as follows:

1. **The cross country running track that lies solely on, or adjacent to, the property of Darien High School, shall officially be designated "off limits" to any persons who are neither students nor staff at Darien High School on all days when school is in session during the regular school year and when summer school is in session.**
2. **At no time are persons with dogs to be permitted to use the running track to walk or run their dogs.**

To enforce these restrictions, the Board of Education shall have erected multiple signage along the DHS running track that prohibits public use when school/summer school is in session, with a codicil that indicates enforcement of these restrictions by the Darien Police Department, when necessary.



Darien Public Schools - Administrative Offices

35 Leroy Avenue - P.O. Box 1167 - Darien, Connecticut 06820-1167
Tel: 203-656-7412 Email: elandon@darienps.org

To: Members of the Board of Education
From: Elliott Landon
Subject: Acceptance of Gift for DHS Cross-Country Running Track
Date: December 11, 2018

The Darien Athletic Foundation (DAF) has offered us a generous gift of a DHS Cross-Country Running Track that will be installed simultaneously with a DAF gift to the Town of Darien of a running track around the Diller Property. Together, these two gifts will create a safe environment for our DHS runners for practices and cross-country events, for the most part getting our runners off the public roads for their conditioning runs.

For the past several months, Mike Feeney, Mike Lynch, and Chris Manfredonia have been working with representatives of the DAF, the Darien Police Department, the Darien Parks and Recreation Commission and representatives of the Planning and Zoning Commission to ensure full compliance with Town of Darien ordinances and regulations and good safety practices.

Below you will find a series of questions and answers that are pertinent to this project.

Q. What will be the length of the running track?

A. Approximately 5K or 3.1 miles for a full three rotation loop.

Q. Who will be responsible for maintenance of the running path?

A. Parks and Recreation will be responsible for maintaining the Diller Property path; the school district the running path on the DHS property.

Q. Who will pay for this project?

A. DAF will pay for an updated survey of the property; all design drawings; and, the entire construction project. DAF will present the DHS running track as a gift to the Board of Education and the Diller Property track as a gift to the Town of Darien.

Q. Will the public have access to the running track?

A. The public will not have access to the DHS track when school is in session and when there are track competitions at DHS. There will be 3-4 parking spaces on the Diller Property for Darien residents using the Diller track when school is in session. DAF will pay for any gates required to separate the two tracks during the school day and for any signage required to keep residents from entering the DHS running track during the school day.

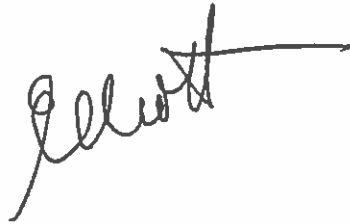
Darien Public Schools - Administrative Offices

35 Leroy Avenue - P.O. Box 1167 - Darien, Connecticut 06820-1167
Tel: 203-656-7412 Email: elandon@darlenps.org

- Q. Will maintenance attention to the track be required before every cross country event?
A. No. Anticipated maintenance will be minimal, requiring replenishment of crushed stone once a year, at most.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education accepts the generous gift of a cross-country running track for installation on the grounds of Darien High School, as described in the written materials submitted to the Board at the meeting of December 11, 2018



DARIEN PUBLIC SCHOOLS

Contemplated Gift Form

Gift intended for:
(Check appropriate responses)

Person(s) or Group Offering Gift(s)

Hindley
 Holmes
 Ox Ridge

DARIEN Athletic FOUNDATION

Royle

Contact person-This may be a
gift giver or a building administrator

Name Mark Maybell

Tokeneke

Address 17 Old Kings Highway South
Site 140
DARIEN, CT 06820

Middlesex Middle School

Tele. 203 219 1130

Darien High School

Fax. _____
e-mail mark.maybell@darien241.com

District

Description of proposed gift(s), including the form in which it (they) will be given
(e.g. money, materials, services, etc.) and for what purpose(s). The description
has to be sufficiently specific to allow administration to determine whether items
2, 3, or 4 of the guidelines specified in "Administration Regulation JG-Public Gifts
to the Schools" apply.

Construction and donation of a running path
around the perimeter of the high school property as
per the design of Tighe & Bond.

Please answer the following questions.

Is the value of the gift(s) \$ 500.00 or more? Yes No

Note: If the proposed gift involves donated materials or services, please place an estimated dollar value on them.

If your answer to the previous question is Yes, please check one of the following categories of value for the proposed gift(s):

500-1,000

5,000-10,000

1,000-2,000

10,000-15,000

2,000-3,000

15,000-20,000

3,000-4,000

20,000+ \$200,000 to \$300,000

4,000-5,000

Do not write below this line

Status: Date received by Superintendent _____

Notes on actions by Superintendent of Schools-

Actions, if any, by the Board of Education-

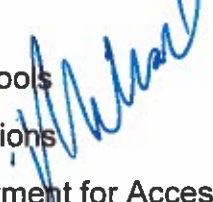
Final disposition of the gift offer-



DARIEN PUBLIC SCHOOLS
Finance Department

Memorandum

DATE: December 20, 2018
TO: Dr. Elliott Landon, Interim Superintendent of Schools
FROM: Michael E. Feeney, Director of Finance & Operations
SUBJECT: Memorandum of Understanding w/ Police Department for Access to Security Cameras in emergencies



The Administration is always seeking ways to improve upon security and safety within the district's schools. Enclosed is a copy of a Memorandum of Understanding between the Darien Police Department and the Darien Board of Education allowing for access to live feed security cameras within the district's schools; specifically in emergency situations.

MEF/kcb

**Memorandum of
Understanding between
The Darien Board of Education
and
Darien Police Department**

Consistent with the applicable law and the policies of the Darien Board of Education and Darien Police Department, video surveillance is used by the Darien Board of Education to promote the order, safety and security of students, staff and property and to assist school administration in deciding upon appropriate disciplinary action and otherwise carrying out the educational mission of the school district.

This Memorandum of Understanding ("MOU") pertains to the situations in which the Darien Board of Education ("Board") provides access to the school district live video images to the Town of Darien Police Department (the "Department"). The Department will not view school district live video images of school facilities except as provided in this MOU.

1. This MOU will commence on signature. This MOU shall continue unless either the Department or the Board provides written notice to the other of its intent to withdraw from the MOU. The Superintendent of Schools, as the Chief Executive Officer of the Darien Public Schools, and the Chief of Police agree to meet periodically to discuss the implementation of this MOU.
2. Emergency response- The Department is hereby authorized to access school district live streaming video from interior and exterior cameras in emergency circumstances as follows:
 - (i) An emergency alarm originating from one of the school facilities or grounds;
 - (ii) 911 emergency call pertaining to a school facility/grounds; or
 - (iii) Specific reports of an active emergency/crisis on school grounds.

Any such access shall be made for the purpose of the Department or other law enforcement or first responders to aid in the public safety emergency response to a school facility. Any access for the above reasons shall be logged, and the reason for access shall be noted.

3. Monitoring Necessary to Protect Health or Safety -The Department may also access school district live streaming video in the event that school officials, taking into account the totality of the circumstances, request such support in connection with an articulable and significant threat to the health or safety of a student or other individuals.

PROPOSED

BOARD OF EDUCATION MASTER AGENDA FEBRUARY 2019 THROUGH AUGUST 2019

February 12th

- Discussion and Approval of Proposed Board of Education 2019-2020 Budget
- Update on Kindergarten Enrollment for 2019-2020 – or February 26th
- 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 26th

- Interim Progress Report on 2018-2019 District Goals and Objectives
- Curricula Update: Mathematics/Science
- Update on Kindergarten Enrollment for 2019-2020 – or February 12th
- Continued Review, Revision and Update of Board of Education Policies

March 13th, Wednesday

- Presentation and Discussion on Darien High School Second Semester Enrollment Distribution Report – or March 26
- Presentation and Discussion of 2018-19 Budget Update and Action on Budget Transfers
- Update on Kindergarten Enrollment for 2019-2020

March 26th

- Presentation and Discussion on Darien High School Second Semester Enrollment Distribution Report – or March 13
- Presentation, Discussion and Possible Approval of Middlesex Outdoor Overnight Field Trip

March 26, cont.

- Presentation, Discussion and Possible Approval of Middlesex Boston Field Trip
- Discussion and Possible Action on Elementary Parent Conference Days for 2019-20 School Year
- Tentative Recommendation for Establishing 2019 Darien High School Graduation Date
- Update on Implementation of 1:1 Initiative with iPads at the High School

April 9th

- Further Discussion and Action on Establishing 2019 Darien High School Graduation Date
- First Reading and Discussion of 2020-21 School Calendar – or April 23
- Update on Kindergarten, Elementary, Middle School and High School Enrollment for 2019-2020
- Action on Non-Renewal of Certified Staff Working under One-Year Contracts and Long Term Substitutes – or April 23

WORKING DRAFT

April 23rd

- Action on Non-Renewal of Certified Staff Working under One-Year Contracts and Long Term Substitutes – or April 9
- First Reading and Discussion of 2020-21 School Calendar – or April 9

May 14th

- Update and Discussion on Extended School Year Program
- Verbal Update on High School and Middle School Scheduling
- Presentation, Discussion and Possible Action on Proposed Technology Plan for 2018-2021

May 28th

- Presentation and Discussion of 2018-19 Budget Update and Action on Budget Transfers
- Further Discussion and Possible Action on 2020-2021 Darien School Calendar

June 11th

- Superintendent's Citizenship Awards
- Recognition of DPS Retirees
- Report on High School College Acceptances and Awards; Profile on High School Class of 2019 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
- Update on Reiss Fund Conference
- Update on High School and Middle School Scheduling
- Report to Darien Planning and Zoning Commission re Stadium Lights at DHS
- Update, Discussion and Possible Action on Recommended Reallocations for 2019-2020 Budget – or June 25

June 25th

- Annual Progress Report on 2019-2020 District Goals and Objectives
- Presentation and Possible Approval of Revised Facilities Use Fee Schedule – or July 23
- Annual Report on Donations
- Update Master Agenda – February through August 2019 – or July 23
- Update, Discussion and Possible Action on Recommended Reallocations for Adopted 2019-2020 Budget – or June 11

July 23rd

- First Reading and Discussion on Proposed District Goals and Objectives for 2019-2020
- Discussion on Board of Education Roles and Responsibilities
- First Reading and Discussion on Proposed Schedule of 2019-2020 Regular Board of Education Meetings

July 23, cont.

- Update on Enrollment for the 2019-2020 School Year and Possible Action on Utilization of Budget Control
- Update on Summer Facilities Projects
- Update Master Agenda – February through August 2019 – or June 25
- Presentation and Possible Approval of Revised Facilities Use Fee Schedule – or June 25

August 27th

- Verbal Update on Regular and Special Education Staffing for 2019-2020
- Discussion and Action on 2019-2020 Final Year End Financial Report – or September 10, 2019
- First Reading of Board Master Agenda for August 2019-January 2020 – or September 10, 2019
- Action on District Goals and Objectives 2019-2020
- Update on Summer Facilities Projects
- Appointment of an Impartial Hearing Officer for Student Disciplinary Matters for the 2019-2020 School Year, as they arise
- Action Item – to Delegate to its Appointed Hearing Officer Responsibility for Hearing Expulsion Expungement Requests and for Hearing School Accommodations Appeals, including Transportation Appeals as provided by Statute

1/3/19

PERSONNEL ACTION REPORT

January 8, 2019

Item	Name	Action	Replacing/Location/Position	Effective Date		Tenure Area	Certification Class/Step
				From	To		
Appointments							
1	Michael Distefano	Appointment	M Scalise/MMS/Special Education Department Chair	1/18/2019	2/1/2021	Administrator	Intermediate Administrator
Resignations and Retirements (Informational)							
2	Carol Long	Retirement	Ox Ridge/Special Education Paraprofessional		12/31/2018		
3	Hongli Wang	Resignation	DHS/Mandarin Teacher		2/15/2019		
4	Karen Hansen	Retirement	Tokeneke/Special Education Paraprofessional		12/31/2018		