

DANBURY BOARD OF EDUCATION

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Board Members

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Robert J. Taborsak

September 10, 2009

TO: Community Relations Committee
Eileen Alberts Michael Fazio
Richard Jannelli Kathleen Molinaro

FROM: Irving Fox, Chairperson

COMMUNITY RELATIONS COMMITTEE MEETING

September 23, 2009

6:00 PM

Please attend a Community Relations Committee Meeting on Wednesday, September 23, 2009 at 6:00 PM at the Administration Center.

AGENDA

- 1) Common Council Relations
- 2) Update on Channel 26 Utilization
- 3) Community Forums for 2009-10 School Year
- 4) Parent Center Grant Update

Cc: Board Members
Superintendent
Anne Mead
Town Clerk
Media

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BY: 

**DANBURY BOARD OF EDUCATION
WORKSHOP MEETING**

**Administrative Center
September 30, 2009
7:00 PM**

A G E N D A

EXECUTIVE SESSION:

MOTION: that the Board of Education convene in Executive Session for the purpose of discussing the following:

**Board Self Evaluation (form attached)
Board's Goals & Priority Setting
Superintendent's Goals & Objectives 2009-2010**

**Cc: Superintendent
Board Members
Cabinet Members
Media
Town Clerk**

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Board Teamwork Self-Assessment

This assessment will be used to assist the board to better function as a team by generating discussion at your board self-evaluation meeting. Please answer each question as honestly as possible. Remember, you are trying to ascertain how well the board functions as a team. Keep that in mind as you respond to these questions.

2009-2010

		Always	Often	Rarely	Never	Not Sure
1	The board adopts a district vision and/or mission for district improvement.					
2	The board adopts annual goals and priorities for district improvement.					
3	Improving student learning is the primary focus in our decision-making.					
4	We use data and reports to assess progress and identify areas needing improvement.					
5	The board uses the policy manual to define its vision and expectations of the school district.					
6	We conduct business only at properly called meetings.					
7	Our board has effective meetings					
8	Board members are prepared for meetings.					
9	The board conducts comprehensive orientation activities to familiarize new board members with their role on the team.					
10	The board ensures parents, businesses, and the public are informed on educational activities and encouraged to participate when appropriate.					
11	I attended a board- related professional development workshop this year.					
12	We conduct district business in accordance with established ethical standards.					
13	Board members communicate with one another in a respectful manner.					
14	Board members are open and honest with each other.					
15	All members of the board maintain confidentiality regarding sensitive communications.					
16	All members honor board decisions even when the vote is not unanimous.					
17	The board does not let politics interfere with district business.					
18	Our board deals with conflicts openly and honestly.					
19	Information is shared equally with each member of the board/superintendent team.					
20	The superintendent exhibits confidence and trust in each member of the board.					
21	Each board member exhibits confidence and trust in the superintendent.					
22	The board demonstrates support and respect for the superintendent's role as the chief executive officer of the district.					
23	Our board clearly states its position on controversial matters to the superintendent.					
24	The superintendent's position on controversial matters is clearly stated to the board.					
25	Our board evaluates the superintendent performance based on clearly defined performance goals and expectations.					
26	Directions to the superintendent come from the board as whole; not individual board members.					

Please add any additional comments here (comments will be shared with participants):

Vision:

Board Operations:

Board Ethics:

Board/Superintendent Relations:

General Comments:

BOARD OF EDUCATION FIVE YEAR GOALS

- Goal #1 -** Increase efforts to ensure that the wellness needs of students and staff are met
- Goal #2 -** Ensure that all necessary resources are provided to achieve our mission
- Goal #3 -** Ensure that all schools and departments enhance their focus on literacy, summary, data analysis, differentiate instruction and the affective needs of students for the next three-five year period
- Goal #4 -** Ensure a safe environment for all students and staff and increase communication with the community
- Goal #5 -** Increase the representation of minority adults within our staff to more closely reflect our student population

Presented to the Board
September 23, 2008

SUPERINTENDENT'S GOALS & OBJECTIVES (Draft)
2009-2010 (as of August 25, 2009)

I am implementing a new monitoring and evaluation framework for the 2009-2010 school year. All cabinet members, principals and district level administrators will adopt the framework. This framework includes four quadrants representing Teaching and Learning, Personnel, Administration and Operations and Parent and Community Engagement. Secondly, my goals for this school year reflect the major goals of the TDEC District Enhancement Plan as illustrated by the following goals in each of the four quadrants. All are tied to the Board's Five Year Plan. In addition to these goals, I will be attending to other areas such as the Middle School NELMS Report, the High School NEASC Report, the implementation of our new curriculum structure, redistricting and legislative issues.

GOAL 1 TEACHING AND LEARNING: To ensure the successful implementation of all aspects of the TDEC district enhancement plan according to the established timeline with an emphasis on increasing academic achievement in all schools.

Objective 1: Create and submit a district instructional enhancement plan to the Danbury Board of Education for approval and submission to the Commissioner of Education by October 2009.

Evidence of completion: Adoption of the plan by the Danbury BOE and the formal acceptance by the CSDE.

Objective 2: Provide the leadership necessary to ensure that each school develops a school improvement plan that meets the district and state submission requirements and that is aligned to the district's improvement plan.

Evidence of completion: Each school has a completed and approved plan.

Objective 3: Establish a district-wide data warehouse that allows for the analysis of all district and school level data and ensure that selected staff are trained in the implementation of Data Teams.

Evidence of completion: Data warehousing system in place and teacher and administrator representatives trained in every school and at the district level in the new system.

Objective 4: Increase the academic achievement levels at the elementary, middle and high schools levels by 3% annually in alignment with the TDEC growth rate.

Evidence of completion: Review of CMT and CAPT scores.

GOAL 2 PARENT AND COMMUNITY ENGAGEMENT: To increase parent engagement opportunities throughout the district with an emphasis on literacy support for families, parent support for increased academic achievement and increased communication with parents and the community.

Objective 1: Establish and implement a Parent Literacy Center that will provide increased support to parents in the areas of reading, language arts and language acquisition based on current research, e.g., Harvard Family Research Project.

Evidence of completion: The establishment of a Parent Literacy Center and review of program offerings at the Center.

Objective 2: Ensure that each school's improvement plan incorporates a detailed plan for increasing meaningful parent and family engagement and distributing the 2009 Children First's Parent Survey results.

Evidence of completion: A review of each schools parent improvement plan.

Objective 3: Increase the degree of communication with parents and the community by implementing a survey process to ascertain the perceptions, needs, concerns and recommendations from parents while continuing all current outreach efforts such as the cable TV programming and parent/community forums.

Evidence of completion: Review of survey results, review of TV programming and review of outcomes from parent forums.

GOAL 3 PERSONNEL: To enhance the interviewing and hiring process for potential employees with an emphasis on administrative positions.

Objective 1: Create and implement a study team comprised of Board of Education and personnel department representatives to review the district's procedures to determine what modifications need to be made to ensure a more successful and effective interviewing and hiring process.

Evidence of completion: Review of study team findings and a presentation to the Board of Education with recommendations for modifications to the process.

GOAL 4 ADMINISTRATION AND OPERATIONS: To develop strategies for maximizing the operating budget with an emphasis on reallocating funds to ensure that adequate resources are provided to the district's core mission of teaching and learning.

Objective 1: Meet with all employee group representatives and major vendors early in this school year to examine all potential cost saving opportunities for the 2010 – 2011 budget.

Evidence of completion: Review of meeting schedules and presentation to the Board of Education on the session outcomes.