

**Organizational/Regular Meeting Notes  
Fairfield BoE; November 26, 2013**

**Voting Summary:**

**Call to order of the Organizational/Regular Meeting of the Board of Education and Roll Call**

Chairman Philip Dwyer called the Organizational/Regular meeting to order at 7:32PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, John Llewellyn and Marc Patten. Others present were Dr. Title, members of the Central Office Leadership Team, student representatives Danielle Clark, Carley Strachan, Ethan King and Bill Moeder and approximately 40 members of the public.

**Election of Temporary Chairman/Secretary**

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that in accordance with the By-Laws, Superintendent Dr. David Title will serve as Temporary Chairman/Secretary during the election of Board Officers” Motion passed 9-0

**Election of Officers**

Mr. Patten moved/Mr. Convertito seconded to nominate Philip Dwyer for Board of Education Chairman. Motion passed 7-2 (Mr. Convertito, Ms. Karnal Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn against)

Mr. Dwyer is elected Board of Education Chairman.

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded to nominate Paul Fattibene for Board of Education Vice Chairman. Motion passed 9-0.

Mr. Fattibene is elected Board of Education Vice Chairman.

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to nominate Ms. Karnal for Board of Education Secretary

Mr. Fattibene moved/Mr. Convertito seconded to nominate Ms. Gerber for Board of Education Secretary.

Votes for Mrs. Gerber as Board of Education Secretary – 6 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten)

Votes for Ms. Karnal as Board of Education Secretary – 3 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn)

Mrs. Gerber elected Board of Education Secretary.

**Review of By-laws**

Mr. Fattibene asked the Board for Unanimous Consent to move the Review of the By-Laws up to the next item on the agenda. The Board agreed.

Mr. Fattibene moved/Mr. Llewellyn seconded to change the wording in the by-laws to read as follows:

Article 1 Section 3 (8230)

### C. Secretary

The Secretary shall perform all functions prescribed for that office by State Law and such other duties as the Board shall from time to time prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the official records. (insert new language): "**The minutes shall accurately record the essence of discussions during the Board meetings without discrimination based on viewpoint.**" Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.

Mr. Convertito offered a friendly amendment to change the language of the motion and take out the word "discrimination" and instead have the change read, "The minutes shall accurately record the essence of discussions during Board meetings without regard to any speaker's viewpoint." Mr. Fattibene declined to accept the friendly amendment.

Motion passed 5-4 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten against).

Mr. Fattibene moved/Mr. Llewellyn seconded to change the wording in the by-laws to read as follows:

#### Article V Section 3

##### Notice of Meetings (8530)

###### A. Notice to Board Members

Notice of each meeting of the Board and agenda (remove "***prepared by the Superintendent***"), listing all proposed action at such meeting (insert new language): "**and including all referenced documents**" shall be delivered to each member of the Board at least five (5) days prior to such meeting. Subject to each Board member's consent, (remove "***the Superintendent may deliver notice and the agenda***" and insert new language): "**delivery may be made**" electronically.

###### B. Notice to the Public

In compliance with State Law, the notice of the meeting date, and the agenda for such meeting, shall be made available to the public in writing and electronically on the Board's website. In addition, this information must be on file not less than twenty-four (24) hours before the meeting to which they refer in the Office of the Superintendent. (add new language): "**The agenda and all referenced documents shall be made available to the public on the Board's website and at such meeting.**"

Mr. Dwyer made a friendly amendment to combine the two amendments in a single motion; which the board accepted.

Motion passed 8-0-1 (Mrs. Liu-McCormack, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn, Mr. Patten in favor; Mr. Convertito abstained).

Mr. Convertito called a Point of Order, saying that the previous two votes regarding the bylaws changes were out of order because they were not on the agenda, and not brought up by a 2/3 vote, so they should therefore be struck from the record. He asked Mr. Dwyer, as Chair, for a ruling.

Mr. Dwyer ruled that Mr. Convertito was correct.

Mr. Fattibene challenged the ruling because: 1) the Board by-laws state in Article VI – Amendments that it is not necessary for the Board to provide proposed amendments in advance in the call for an Organizational Meeting when the By-Laws are reviewed; and 2) the Board gave unanimous consent to address the review of by-laws.

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to overturn the decision of the Chair and allow the amendments to the By-laws to stand as voted on. Motion passed 5-4 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Patten against).

### **Approval of Minutes**

#### ***Approval of Minutes of the Regular Meeting of October 22, 2013.***

Mrs. Gerber moved/Mr. Dwyer seconded the recommended motion “that the Board of Education approve the Minutes of the Regular Meeting of October 22, 2013.” Motion passed 4-0-4 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn, Mr. Patten abstained; Mrs. Maxon-Kennelly was not in the room at the time)

#### ***Approval of Minutes of the Special Meeting of November 13, 2013.***

Mrs. Gerber moved/Mr. Dwyer seconded the recommended motion “that the Board of Education approve the Minutes of the Special Meeting of November 13, 2013.” Motion passed 4-0-4 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn, Mr. Patten abstained; Mrs. Maxon-Kennelly was not in the room at the time)

### **Old Business**

#### ***Approval of the Recommendations from the Ad-Hoc Communications Committee Report***

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that the Board of Education approve the recommendations from the Ad-Hoc Communications Committee Report as enclosed.”

Mr. Fattibene made a friendly amendment to add the words at the end of the motion “to be implemented at the discretion of the Chair” which the board accepted.

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded to divide the question to group items 1, 2, 3, and 6 together to be separated from items 4 and 5 which will be grouped together. Motion passed 9-0.

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded the recommended motion, “that the Board of Education approve the recommendations 1, 2, 3, 6 from the Ad-Hoc Communications Committee Report as enclosed to be implemented at the discretion of the Chair”

Mr. Llewellyn moved/Mrs. Liu-McCormack seconded to, for item number 2, take out the first sentence and replace it with, “Provide a quarterly index referencing BoE meetings and topics” Motion failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly and Mr. Patten against)

The original motion passed 7-2 (Mr. Convertito, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn against)

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion, “that the Board of Education

approve the recommendations 4 and 5 from the Ad-Hoc Communications Committee Report as enclosed to be implemented at the discretion of the Chair”

Mrs. Maxon-Kennelly made a friendly amendment to change the wording of number 4 to change “each BoE meeting” to read, “BoE meetings”, and also to change the wording of number 5 by adding the words “or more” to the end of the last sentence. After comments from Dr. Title, Mrs. Maxon-Kennelly withdrew the proposed change to number 5.

The original motion failed 4-4-1 (Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn against; Mr. Convertito abstained.

**New Business**

Mr. Llewellyn moved/Ms. Karnal seconded to extend the meeting to 11:15PM.

**Adjournment**

Mrs. Maxon-Kennelly moved/Mr. Patten seconded the recommended motion “that this Organizational/Regular Meeting of the Board of Education adjourn”. Motion passed 9-0. Meeting adjourned 11:15PM.

**Detailed Minutes:**

Call to order of the Organizational/Regular Meeting of the Board of Education and Roll Call

Chairman Philip Dwyer called the Organizational/Regular meeting to order at 7:32PM. Present were members Eileen Liu-McCormack, John Convertito, Donna Karnal, Jessica Gerber, Philip Dwyer, Paul Fattibene, Jennifer Maxon-Kennelly, John Llewellyn and Marc Patten. Others present were Dr. Title, members of the Central Office Leadership Team, student representatives Danielle Clark, Carley Strachan, Ethan King and Bill Moeder and approximately 40 members of the public.

**Election of Temporary Chairman/Secretary**

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion “that in accordance with the By-Laws, Superintendent Dr. David Title will serve as Temporary Chairman/Secretary during the election of Board Officers” Motion passed 9-0

**Election of Officers**

Mr. Patten moved/Mr. Convertito seconded to nominate Philip Dwyer for Board of Education Chairman. Motion passed 7-2 (Mr. Convertito, Ms. Karnal Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn against)  
Mr. Dwyer is elected Board of Education Chairman.

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded to nominate Paul Fattibene for Board of Education Vice Chairman. Motion passed 9-0.

Mr. Fattibene is elected Board of Education Vice Chairman.

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to nominate Ms. Karnal for Board of Education Secretary

Mr. Fattibene moved/Mr. Convertito seconded to nominate Ms. Gerber for Board of Education Secretary.

Votes for Mrs. Gerber as Board of Education Secretary – 6 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten)

Votes for Ms. Karnal as Board of Education Secretary – 3 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn)

Mrs. Gerber elected Board of Education Secretary.

**Review of By-laws**

Mr. Fattibene asked the Board for Unanimous Consent to move the Review of the By-Laws up to the next item on the agenda. The Board agreed.

Mr. Fattibene moved/Mr. Llewellyn seconded to change the wording in the by-laws to read as follows:

Article 1 Section 3 (8230)

C. Secretary

The Secretary shall perform all functions prescribed for that office by State Law and such other duties as the Board shall from time to time prescribe. The Secretary shall be responsible for the minutes of Board meetings and shall certify by his or her signature the minutes of each meeting in the official records. (insert new language): "**The minutes shall accurately record the essence of discussions during the Board meetings without discrimination based on viewpoint.**" Minutes shall be open to public inspection under such regulations for the safeguarding of its records as the Board shall from time to time adopt.

Mr. Convertito offered a friendly amendment to change the language of the motion and take out the word "discrimination" and instead have the change read, "The minutes shall accurately record the essence of discussions during Board meetings without regard to any speaker's viewpoint." Mr. Fattibene declined to accept the friendly amendment.

Motion passed 5-4 (Mrs. Liu-McCormack, Mr. Convertito, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten against).

Mr. Fattibene moved/Mr. Llewellyn seconded to change the wording in the by-laws to read as follows:

Article V Section 3

Notice of Meetings (8530)

A. Notice to Board Members

Notice of each meeting of the Board and agenda (remove "***prepared by the Superintendent***"), listing all proposed action at such meeting (insert new language): "**and including all referenced documents**" shall be delivered to each member of the Board at least five (5) days prior to such meeting. Subject to each Board member's consent, (remove "***the Superintendent may deliver notice and the agenda***" and insert new language): "**delivery may be made**" electronically.

B. Notice to the Public

In compliance with State Law, the notice of the meeting date, and the agenda for such meeting, shall be made available to the public in writing and electronically on the Board's website. In addition, this information must

be on file not less than twenty-four (24) hours before the meeting to which they refer in the Office of the Superintendent. (add new language): **The agenda and all referenced documents shall be made available to the public on the Board's website and at such meeting.**

Mr. Dwyer made a friendly amendment to combine the two amendments; the Board accepted.

Motion passed 8-0-1 (Mrs. Liu-McCormack, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn, Mr. Patten in favor; Mr. Convertito abstained.

Mr. Dwyer asked if the intent of this motion was to clarify existing practice. Mr. Fattibene agreed.

In response to Mr. Convertito, Mr. Fattibene clarified agenda preparation on page 9 of by-laws, item C: Agenda, to number the first paragraph (1) and insert second paragraph (2) stating "the Chairperson in consultation with the Superintendent and Vice-Chairperson, shall have the responsibility to prepare the agenda for each meeting" Mr. Dwyer stated this statement is a concept and not an official motion at this time.

The by-law discussion was paused at this time in order to proceed with the AP Presentation.

Presentations
---------------

**AP Presentation**

Dr. Boice, Director of Secondary Education, stated that each high school offers 20 AP courses in 7 different content areas; the focus has been on extending the offerings and expanding student participation; receiving the AP Award is proof that the hard work has paid off. Fairfield Ludlowe High School Seniors, Daria Efimov and Corbinian Wanner, spoke in support of the AP program which shapes and prepares students for the future. AP Teachers Stephen O'Brien (FWHS) and Sara Bassett (FLHS) both spoke in support of the AP program; both praised the open enrollment policy and the opportunities this provides to students.

College Board Senior Director of Strategic Communications, Ms. Heather Tsonopoulos, presented the AP Honor Roll Award to Fairfield Public Schools, Dr. Title and Chairman Dwyer; this award recognizes schools that increase access to AP coursework while maintaining strong performance on AP exams; and Fairfield has an incredible achievement with 91% of students scoring a 3 or higher on AP exams.

**Recognition of PTA Delegates**

Mr. Dwyer spoke to the importance of the PTA as a focal point of communication. Mrs. Gerber recognized the Board of Education PTA representatives and the invaluable service they provide to communicate meeting information back to their respective school communities.

Return to By-Law Discussion
-----------------------------

Mr. Convertito called a Point of Order, saying that the previous two votes regarding the bylaws changes were out of order because they were not on the agenda, and not brought up by a 2/3 vote, so they should therefore be struck from the record. He asked Mr. Dwyer, as Chair, for a ruling.

Mr. Dwyer ruled that Mr. Convertito was correct.

Mr. Fattibene challenged the ruling because: 1) the Board by-laws state in Article VI – Amendments that it is

not necessary for the Board to provide proposed amendments in advance in the call for an Organizational Meeting when the By-Laws are reviewed; and 2) the Board gave unanimous consent to address the review of by-laws.

Mrs. Liu-McCormack moved/Mr. Llewellyn seconded to overturn the decision of the Chair and allow the amendments to the By-laws to stand as voted on. Motion passed 5-4 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Patten against)

Mr. Dwyer stated that additional by-law concepts with official motions will be addressed at a future meeting. Individual Board members stated that by-law amendments will be submitted for agenda construction, measurable goals, and series 8100.

\* \* R e g u l a r M e e t i n g \* \*

Approval of Minutes

**Approval of Minutes of the Regular Meeting of October 22, 2013**

Mrs. Gerber moved/Mr. Dwyer seconded the recommended motion “that the Board of Education approve the Minutes of the Regular Meeting of October 22, 2013.” Motion passed 4-0-4 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn, Mr. Patten abstained; Mrs. Maxon-Kennelly was not in the room at the time)

**Approval of Minutes of the Special Meeting of November 13, 2013**

Mrs. Gerber moved/Mr. Dwyer seconded the recommended motion “that the Board of Education approve the Minutes of the Special Meeting of November 13, 2013.” Motion passed 4-0-4 (Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Llewellyn, Mr. Patten abstained; Mrs. Maxon-Kennelly was not in the room at the time)

Student Reports

Mr. Moeder and Mr. King reported for Fairfield Ludlowe High School; both stated they benefitted from AP classes; Richard Blumenthal recently visited in a cross-town debate; Thursday is the Turkey Bowl; Alumni Day is tomorrow; many student athletes received FCIAC honors; school drama club is performing Shakespeare; Key Club is working with Operation Hope to provide gifts to needy families; and college acceptance decisions are coming in.

Ms. Strachan and Ms. Clarke reported for Fairfield Warde High School; Sticks for Soldiers Lacrosse Tournament will be this weekend and donations go to soldiers; the Cheerleaders and Dance Teams are choreographing a new half-time show for the Turkey Bowl; college acceptance letters are coming in; several athletes have committed to schools; alumni will be returning tomorrow; the school store is looking for food alternatives.

Board Committee/Liaison Reports

Ms. Kennelly stated that the Policy Committee review of the BOE Mission and Goals is ongoing .  
Mrs. Gerber stated that the FLHS project committee is interviewing construction managers.  
Mr. Fattibene stated that there are currently 6 referrals to the Transportation Safety Advisors.

Superintendent's Report

**PTA Council Presentation on Standardized Test Results**

Dr. Title presented a few samples on test score data and trends; out of 24 possible subject/grade combinations for the CMT, 20 show improvement from start to finish; of all subject areas in the CMT, Mathematics shows the most growth; CAPT results show increases over time in all four tested areas; AP enrollment increased while maintaining a high percentage of scores at 3 or higher; more detailed reports are available on the website.

**Update on Food Services RFP**

Dr. Title stated that the RFP has been approved at the Town level; the State must now approve the RFP; it is expected that bids will be sent out in March.

Mr. Llewellyn stated he will follow up with Ms. Munsell for Food Services financials.

Old Business

**Approval of the Recommendations from the Ad-Hoc Communications Committee Report**

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion "that the Board of Education approve the recommendations from the Ad-Hoc Communications Committee Report as enclosed."

Mr. Fattibene made a friendly amendment to add the words at the end of the motion "to be implemented at the discretion of the Chair," which the Board accepted.

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded to divide the question to group items 1, 2, 3, and 6 together to be separated from items 4 and 5, which will be grouped together. Motion passed 9-0

Mr. Convertito moved/Mrs. Maxon-Kennelly seconded the recommended motion, "that the Board of Education approve the recommendations 1, 2, 3, 6 from the Ad-Hoc Communications Committee Report as enclosed to be implemented at the discretion of the Chair"

Mr. Llewellyn moved/Mrs. Liu-McCormack seconded to, for item number 2, take out the first sentence and replace it with, "Provide a quarterly index referencing BoE meetings and topics" Motion failed 4-5 (Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn in favor; Mr. Convertito, Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly and Mr. Patten against)

The original motion passed 7-2 (Mr. Convertito, Ms. Karnal, Mrs. Gerber, Mr. Dwyer, Mr. Fattibene, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Mr. Llewellyn against)

Mrs. Maxon-Kennelly moved/Mrs. Gerber seconded the recommended motion, "that the Board of Education approve the recommendations 4 and 5 from the Ad-Hoc Communications Committee Report as enclosed to be implemented at the discretion of the Chair"

Mrs. Maxon-Kennelly made a friendly amendment to change the wording of number 4 to change "each BoE meeting" to read, "BoE meetings", and also to change the wording of number 5 by adding the words "or more" to the end of the last sentence. After comments from Dr. Title, Mrs. Maxon-Kennelly withdrew the



proposed change to number 5.

The original motion failed 4-4-1 (Mrs. Gerber, Mr. Dwyer, Mrs. Maxon-Kennelly, Mr. Patten in favor; Mrs. Liu-McCormack, Ms. Karnal, Mr. Fattibene, Mr. Llewellyn against; Mr. Convertito abstained).

New Business

**Discussion on Board Goals**

Mr. Dwyer reviewed the enclosure and explained the Board Goals process from the previous year; Board members should forward goals to the Chairman to be included for Board review; this item will be addressed at the January meeting, if submissions of goals and ranking is completed by that time.

**Board Member Input on the 2014-2015 Budget**

Mr. Fattibene spoke to #3, the January 14 meeting, in support of discussing any detail required. Mr. Llewellyn requested actuals and latest estimates as added columns, and spoke in support of voting on individual line items. At the request of new board members, the September 2013 quarterly financial report will be sent to them.

**Presentation of Draft 2014-2015 Student Calendar**

Dr. Title presented the draft calendar and explained this may be the last year to vote on the calendar; legislation may require a regional calendar for the 15-16 school year; this calendar aligns with the CES calendar and mirrors our current calendar.

Board members discussed starting school after labor day; changing the April break to March; moving the February 3<sup>rd</sup> Elementary PD Day; moving PD days to the beginning of the school year, and extending the February long weekend. Dr. Title stated that the SBAC test dates are unknown; students have to be cycled through the computers, which requires a longer window; it is not preferable to have students in school on Election day due to security issues.

Mr. Llewellyn moved/Ms. Karnal seconded to extend the meeting to 11:15PM.

Mrs. Kennelly requested the budget implications of moving the April break to March. Dr. Title stated he will research the CMT and CAPT Science Test schedule for March, 2015.

**Board Assignments**

Mr. Dwyer asked Board members to submit any committee assignment requests to him prior to the next meeting.

Public Comments and Petitions

Nancy Haberly, Duck Farm Road, commented on the timeframe of the Teacher Evaluation Process and the availability of the School Improvement Plans.

Kelly Jacobsen, Acorn Lane, commented on standardized test data, and her understanding that strand level data is lacking.

Tricia Donovan, Taintor Drive, commented on standardized test data, and spoke in support of ctreports.com which provides complete test results.

Christine Vitale, Verna Hill Road, commented in support of the Communication Committee.

Mr. Dwyer clarified that the standardized test handout was a summary of the data; that more detailed reports are provided on the website; Dr. Title stated that the Board does receive school by school reports, the District Data Team reviews these reports in detail; the deadline for teacher evaluations has not changed from June 30<sup>th</sup>; evaluations are not subject to disclosure; School Improvement Plans can be shared and schools are encouraged to put them on the website.

Open Board Comment
--------------------

Mr. Dwyer stated the Board of Education Handbook must be updated; the Proposed BOE Meeting Dates must be provided to the Town in December; the Business Curriculum will be presented at the December 10 meeting.

Ms. Karnal spoke to when discussion takes place on standardized tests results. Mr. Dwyer indicated it occurs at various times in the year in conjunction with related business items.

Dr. Title clarified that the district delves into data analysis in great detail; individual school results vary due to the number of students.

Mr. Patten spoke to the possibility of a Roberts Rules review; and he attended a Westport State representative meeting on state mandates where districts expressed frustration at the manner of implementation.

Adjournment
-------------

Mrs. Maxon-Kennelly moved/Mr. Patten seconded the recommended motion "that this Organizational/Regular Meeting of the Board of Education adjourn." Motion passed 9-0. Meeting adjourned 11:15PM.

*Jessica Gerber*  
*Board of Education*  
*Secretary*