

**APPROVED  
MINUTES  
BOARD OF EDUCATION  
TUESDAY, DECEMBER 10, 2013**

**PLACE:**

Darien Board of Education  
Board Meeting Room  
7:30 p.m.

**MEMBERS PRESENT:**

Ms. Hagerty-Ross, Chair; Mesdames Shea, Sullivan, McNamara, and Stein; and Messrs. Harman, Martens and Whittier.

**MEMBERS ABSENT:**

Ms. Zuro.

**ADMINISTRATION PRESENT:**

Dr. Lynne Pierson, Interim Superintendent of Schools; Mr. Canty, Assistant Superintendent for Secondary Education; Mr. Michael Feeney, Director of Finance.

**ADMINISTRATION ABSENT:**

Dr. Judith Pandolfo, Assistant Superintendent for Elementary Education.

**VISITORS:**

Approximately 30

**CALL TO ORDER**

The meeting was called to order at 7:50 p.m. by Ms. Hagerty-Ross. She announced that the next Board of Education meeting would be held on January 14, 2014 in the Board of Education meeting room at 35 Leroy Avenue.

**CHAIRPERSON'S REPORT/ PUBLIC COMMENT.**

Ms. Hagerty-Ross then made the following statement:

*“Board of Education meetings are meetings held in public rather than public meetings. However, to insure the public’s right to be heard on school-related topics, the Board will again open the meeting with public comment. While the Board and Administration will not engage in dialogue with the members of the public, individuals are free to comment on any school-related topic of their choosing, and we welcome your input. Since this is a work in progress, please try to keep your remarks brief, no more than 3 minutes per speaker. Obviously, any comments of a personal nature about your student, staff, or Board member will not be permitted. If you would like to speak this evening, please come to the podium and state your name and address before you begin. Thank you.”*

Ms. Debbie Ice, 10 Pond Lane, suggested that the discussion of RC24 - Special Education should be given a separate meeting or at least first on the January 22<sup>nd</sup> agenda due to all the issues that have arisen

this year. She added that Special Education updates should not be scheduled on the same evening as budget discussions.

Ms. Hagerty-Ross asked if there was anyone else who would like to address the Board. Hearing none, she then read the following document into the record:

*The Darien Board of Education was deeply saddened to learn of the loss of Mrs. MaryLee Fisher, former principal of Tokeneke Elementary School.*

*With the support of Mrs. Fisher's family, a memorial scholarship fund in recognition of Mrs. Fisher's love of the arts and contributions to the Darien Public Schools was established by the Tokeneke PTO. This scholarship will be given to a Tokeneke graduating senior who plans on pursuing post-high school study of the arts. Contributions may be sent to:*

*MaryLee Fisher Arts Scholarship  
c/o Tokeneke School  
7 Old Farm Road  
Darien, CT 06820*

*I would like to thank the Tokeneke PTO for setting up the scholarship fund so quickly in honor of this amazing principal at Tokeneke and in the schools for so many years. This notice is posted on the school district website so everyone is able to receive information on where to send contributions.*

Ms. Hagerty-Ross then thanked everyone for their attendance and on behalf of the Board of Education wished everyone a happy, healthy and joyous holiday season and good New Year.

### **SUPERINTENDENT'S REPORT.**

Dr. Pierson indicated that she enjoyed meeting the wide variety of professionals, parents and students. She thanked everyone for their warm welcome and said she was looking forward to contributing to the community.

She noted that there are several holiday concerts coming up, including Darien High School Spectrum Concert on Wednesday, December 18<sup>th</sup> at 7:30 p.m.

Dr. Pierson said that on Thursday, December 5th, the District received the results of the 2013 School & District Performance Report. This is the first time that the new system is in place in Connecticut and it showed that the Darien schools were ranked in the Excelling and Progressing categories. The administration plans to present the information in depth at a Board Meeting in January.

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She indicated that the new visitor management system has been successfully launched. There were two concerns expressed and the administration has addressed those issues.

Finally, on December 14, 2013, the DHS football team will be playing New Canaan for the CIAC Class L title.

**APPROVAL OF MINUTES.**

**NOVEMBER 26, 2013 SPECIAL MEETING AND EXECUTIVE SESSION.**

- \*\* MS. SULLIVAN MOVED TO APPROVE.
- \*\* MR. MARTENS SECONDED.
- \*\* MOTION PASSED WITH SIX IN FAVOR (HAGERTY-ROSS, MCNAMARA, SHEA, SULLIVAN, STEIN AND MARTENS) AND TWO ABSTENTIONS (WHITTIER AND HARMAN).

**NOVEMBER 26, 2013 REGULAR MEETING.**

- \*\* MS. SULLIVAN MOVED TO APPROVE.
- \*\* MS. STEIN SECONDED.

The following corrections were noted:

Page 4, under **DHS CONCESSION STAND**, question f, please change “11,000 sq. ft.” to “1,000 sq. ft.”

Page 6, under **ALL SCHOOL DISTRICT FIELDS**, paragraph 4, line 4: please change “can higher usage” to “can have higher usage”

- \*\* MOTION TO APPROVE THE MINUTES AS CORRECTED PASSED WITH SIX IN FAVOR (HAGERTY-ROSS, MCNAMARA, SHEA, SULLIVAN, STEIN AND MARTENS) AND TWO ABSTENTIONS (WHITTIER AND HARMAN).

**BOARD COMMITTEE REPORTS.**

There were no Board Committee meeting reports to present at this time.

- \*\* MS. SULLIVAN MOVED TO SUSPEND THE RULES IN ORDER TO ADD AN ACTION ITEM TO THE AGENDA.
- \*\* MR. MARTENS SECONDED.
- \*\* MOTION PASSED UNANIMOUSLY.
  
- \*\* MS. SULLIVAN MOVED TO ADD ACTION ITEM 7F - LEAVE OF ABSENCE TO THE AGENDA.
- \*\* MS. SHEA SECONDED.
- \*\* MOTION PASSED UNANIMOUSLY.

**PRESENTATIONS/DISCUSSIONS.**

**DISCUSSION OF SPECIAL EDUCATION INVESTIGATION FINDINGS AND ACTION PLANS.**

Dr. Pierson introduced Mr. John Verre, District Special Education Ombudsman. Mr. Verre presented a PowerPoint on the District’s Special Education Challenges and the Administration’s Proposed Short-Term Action Plan. (File #2038). Ms. Hagerty-Ross said that the PowerPoint presentation would be

posted on the District website. Mr. Verre's presentation covered the Mission and Goals, Recommendations and Required Actions, and the Approach to Action Planning, including the Short-Term Action Plan.

Board members' comments and questions and Administration's responses: a) **Would you define cross constituencies task force and their role?** (Mr. Verre said that the constituencies varied by their very nature and their function, but gave some examples as the Board, (policy making) and the parents (clients).) b) **How will we insure that the job would be completed?** (Mr. Verre said the task force needs capable facilitation and a clear charge; but ultimately the Superintendent needs to be the leader.) c) **I'm concerned the short-term items may not be attainable in four months.** (Mr. Verre agreed, the timing can be extended, but the short-term actions need to be started.) d) **What internal deadlines are being set?** (Mr. Verre explained people with expertise in the planning area will help the District in this area, but we don't want to wait to implement systems.) e) **Does the District's data system need enhancement or do the systems need to be replaced?** (Mr. Verre replied that completing the assessment as soon as possible is very important, and he personally would look at enhancements first.) f) **What is the time line for reviewing the guidelines?** (Mr. Verre stated that work needs to be done in January. Atty. DeFrancis and I have been working, along with other administrators, and that work will guide the remainder of the work required.) g) **I think you mentioned that you had reviewed 30 cases?** (Mr. Verre explained that a good number of the cases that have been reviewed already have remedies being implemented. However, there are new cases that are coming to our attention, and we will have standard operating procedures in place to prevent things from going wrong.) h) **How will Universal Design for Learning fit into the short-term time frame?** (Mr. Verre responded that in the short-term time frame, the District needs to consider the implementation of Universal Design. The research has proven to be very powerful but it must be considered carefully and introduced slowly.) i) **Is it possible to put the end date when these tasks should be accomplished?** (Mr. Verre replied the time lines are almost completed, and over the coming days this will be completed along with how we will evaluate the results.) j) **How do you evaluate the effectiveness of the professional development?** (Mr. Verre explained that those involved in large professional development know that the goal is to lift the entire work force up. We can't go out and purchase someone's professional development package, we need to determine what capabilities are most important to the District and how we are going to develop those attributes in the staff.) k) **Does assessing the professional development add another layer of assessment on the teachers.** (Mr. Verre explained that the District needs to make the connection between the professional development and the performance evaluation very carefully. There are models for structure and organization available that we may be able to utilize in order to produce high quality of work.) l) **Can you give me an idea of the cases that have been completed and how many of the cases have corrective actions underway?** (Mr. Verre didn't have that number, but out of the 20 individual cases that he had been involved in, many of the remedies are already in progress.) m) **What assurance can we give the parents there will not be a repeat of the mistakes made in the past?** (Mr. Verre explained this District has done more in a very short time to let the parents know that in their PPTs, there are resources available right now. He had contacted parents and offered to meet with them in order to talk about the various options available.) n) **Do you look to draw the task force constituencies from in the community or are we looking outside?** (Mr. Verre said most of the people who should be involved in the work are Darien residents, including parents, teachers and community leaders.) o) **How are you proposing to come back to the Board to make sure that the parents hear this information? It will also be important to incorporate our Special Education updates into our meetings.** (Mr. Verre said he would be turning to Dr. Pierson for guidance. Dr. Pierson said that the District is still awaiting the final Gamm report and that there will be some fine tuning from that. There is a Special

Education Committee that would be meeting with Mr. Verre, and offered a suggestion for the committee or Mr. Verre to report to the Board on a monthly basis.)

Ms. Hagerty-Ross said that this item would be included on the January agenda to insure that the Board and the parents are kept abreast of the developments. Ms. McNamara added that the committee meetings are open to the public.

### **DISCUSSION OF NON-DISCRIMINATION AND SAFE SCHOOL CLIMATE POLICIES AND PROCEDURES.**

Mr. Canty gave his PowerPoint presentation (File # 2039) regarding the desk audit of nondiscrimination and safe school climate policies and procedures that was conducted at Ox Ridge School by the State. On July 23rd, the State issued a voluntary corrective plan. The District worked over the summer to make these corrections. These corrections were sent to the State Department and the State Department subsequently indicated that the District had followed the findings of the audit.

Mr. Canty then gave a brief overview the policy changes that were approved by the Board on August 27th and provided the foundation for the changes in the personnel policy areas as a result of the audit findings. There may be a need for outside consultants to insure that the employee handbook is updated correctly, along with additional staff training in the coming year.

Board members' comments and questions and Administration's responses: a) **How would a student or a parent know that a school building administrator has been designated as a safe school climate coordinator in the policy?** (Mr. Canty said pro-active communication needs to take place. The assistant principals have been identified as the elementary safe school coordinators, and administrators identified in the middle schools and the high school, but it is the responsibility of all the administrators to respond to any bullying issues. We can do a better job in communicating this to the parents.) b) **How is the process identified?** (Mr. Canty said that in the Board policy manual and in the Safe School Climate Plan, there are specific forms and investigative procedures but any means can be used to report an incident anonymously or by a student or stake holder.) c) **Is the CSDE investigation closed at this point?** (Mr. Canty responded that the Administration had submitted a voluntary corrective plan that was responsive to the issues that were identified and the State Department has indicated that they were satisfied with our plan.) d) **Will the review and updating of the employee handbook be done in-house?** (Mr. Canty stated that the work of matching the language in the employee handbook to the Board policies can be done in house, but there will be some work that needs to be done by a specialist.)

Dr. Pierson said that the employee handbooks are usually works in progress. It needs to be improved consistently and regularly. She said that although she had not yet evaluated the employee handbook, she would work on this. The District must follow strong and consistent practices. It is to guide and support the employee from the employer.

Board members' comments and questions and Administration's responses: a) **Parent communication is vital and we need to make sure the parents understand who the contact person would be.** (We will have a safe school climate committee and a plan for the second half of the school year.) b) **We also need to note the required level of confidentiality as it could involve a student, a parent or an employee.** (These are complex investigations and handled with due care.)

Ms. Hagerty-Ross asked if anyone from the public had questions.

Ms. Courtney Darby, 23 Old Parish Road, asked whether the safe school climate committee involved staff members and parents. Mr. Canty said at each of the schools, there needs to be a safe school climate committee, which would include administrators, staff and parents.

Ms. Kit Savage, 323 Noroton Avenue, pointed out that the desk audit was in June, and wished to know if there were safe school committees in place now. Mr. Canty replied that the District was in the process of making sure that the safe school climate committees are in place.

Regarding training, Ms. Savage wished to know whether it was the District's goal to provide training for each member of the staff. Mr. Canty said that the Safe School Climate Specialist will have the ultimate accountability to insure the investigation is completed and it was his understanding that the staff has been training in the past on safe school climate issues.

### **UPDATE ON IMPLEMENTATION OF SMARTER-BALANCED FIELD TEST.**

Mr. Canty reviewed the details of the information regarding the Smarter Balance Consortium Field Test contained in the memo dated December 6, 2013. (File #2040) The tests will be administered to the students in the springtime. The field tests in mathematics, and English Arts and Literacy will be administered to Grades 3-8 and Grade 11. A tentative calendar has been developed to cycle the grade levels through each of the areas. Most of the web-based training modules for the field test administration will not be available from the State until the end of January along with the test coordination and administration manuals. Mr. Canty said that he would serve as District Test Coordinator and there will be building-based administrators and coordinators.

There are practice tests available online. The District is also working on providing special accommodations for students who may need it and also preparing to administer CAPT and CMT tests for science. Mr. Canty then outlined the District Action Plan and said the District is working on student preparation for the younger students in terms of keyboarding and those who need special accommodations.

There will be comprehensive training for the staff from February through June. This will be an ongoing technological experience to be sure that the equipment is capable. There will be Parent Communication Sessions both during the day and evening and there will be regular updates to the Board. This is a field test experience. The District will not receive any individual student information. This opportunity will allow the District to look at the test content and overall online testing experience.

Board members' comments and questions and Administration's responses: a) **Is there a website from the State that the parents can go for more information?** (Mr. Canty said that the links would be provided with the email blast.) b) **Do you have any updates on districts that were staying with the CMTs?** (Mr. Canty said that he had not been able to confirm if there were other districts that were staying with the CMTs but the majority of the districts in Connecticut are going with the field test.) c) **Where do we stand in implementing keyboarding for the lower grades?** (Mr. Canty explained a specific application has been recommended for keyboarding skills, and younger students will have an opportunity to become more familiar with keyboarding essentials as it relates to this test.) d) **Will this be before the break or after the break?** (Mr. Canty said that the District was looking to implement this program immediately.) e) **Regarding the practice test link, will this be an actual test with scores or a sample questions?** (Mr. Canty said that he believes it would be sample questions.) f) **Are we**

**addressing potential conflicts with the scheduling at the High School?** (Mr. Canty acknowledged that there were scheduling complications and a calendar is being created.)

### **PRESENTATION AND DISCUSSION OF DHS CONCESSION STAND GIFT.**

Mr. Canty indicated that he was responding to a number of questions that the Board had raised on November 26, 2013. (File # 2041) The work has been ongoing over the past weeks and the proposal has been scaled back. The proposal for a full scale kitchen has been deleted. This will relieve the Board from having a food subcontractor. Also the maintenance needs are greatly reduced.

Mr. Canty indicated that the attorneys have reviewed the issues around care, custody and control. The Darien Athletic Foundation (DAF) will oversee the construction of the building and then turn the building over to the Board.

Ms. Hagerty-Ross said that there would still be some issues about having the stand staffed equitably. She asked if the Board would eventually have to vote to take care, custody and control of the building when the project is completed. She was told that the Board would be presented with a proposed action similar to their actions to accept the care, custody and control of the recently installed oil tanks. Ms. Hagerty-Ross then outlined various approval steps that the project will have to go through, including the Board of Selectmen and the RTM.

### **UPDATE MASTER AGENDA AND PRESENTATION OF BOARD MASTER AGENDA FOR FEBRUARY-AUGUST 2014.**

Dr. Pierson presented the Board with the proposed BOE Amended Master Agenda for July 2013-January 2014 and a Proposed Master Agenda for February-August 2014. (Files # 2042, 2043) She indicated that there was an issue with the proposed changes to the Darien High School Catalog for 2014-2015. The Board said that the entry should be adjusted to read "Presentation and Possible Action" for January 14th.

Dr. Pierson said that she would suggest that the February 11, 2014 agenda be adjusted to include some of the suggested follow up reports and suggested that this Master Agenda be corrected and presented to the Board on January 14th for approval.

Dr. Pierson suggested that Mr. Feeney review the budget calendar to insure that the budget discussions are well coordinated.

Board members' comments and questions and Administration's responses: a) **Please clarify the May 28nd Tri-State visit on the schedule?** (Mr. Canty said that he believed this was a hold over from last year's Tri-State visit, and was suggesting that this be included with the PLC report.) b) **This has been previously discussed to have a meeting with High School students, could this be added?** (Dr. Pierson said that she would be delighted to pursue this and to have further conversation about this.)

### **ACTION ITEMS.**

### **ACCEPTANCE OF DHS CONCESSION STAND GIFT.**

Mr. Canty recommended that the Board accept the gift of the DHS Concession Stand from the Darien Athletic Foundation (DAF) (File #2041).

**\*\* MS. SHEA THEN MOVED THE FOLLOWING MOTION:**

**IN ACCORDANCE WITH ITS POLICY JG, "PUBLIC GIFTS TO THE SCHOOLS," THE BOARD OF EDUCATION HEREBY ACCEPTS WITH GRATITUDE THE GIFT FROM THE DARIEN ATHLETIC FOUNDATION OF THE "DAF PAVILION," A CONCESSION STAND TO BE CONSTRUCTED AT DARIEN HIGH SCHOOL, SUBJECT TO THE ACCEPTANCE OF THIS GIFT BY THE TOWN OF DARIEN AND OWNER OF THE PROPERTY, AND FURTHER SUBJECT TO THE DARIEN ATHLETIC FOUNDATION'S SECURING ALL NECESSARY TOWN APPROVALS FOR SAID CONSTRUCTION, AND**

**FURTHER MOVED: THAT THE BOARD HEREBY AUTHORIZES THE SUPERINTENDENT TO PROVIDE ACCESS TO REPRESENTATIVES OF THE DARIEN ATHLETIC FOUNDATION TO OVERSEE AND SUPERVISE SAID CONSTRUCTION, AND**

**FURTHER MOVED: THAT THE BOARD WILL ASSUME CARE AND CONTROL OF THE DAF PAVILION UPON COMPLETION OF SAID CONSTRUCTION.**

**\*\* MR. MARTENS SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**FURTHER DISCUSSION AND APPROVAL OF UPDATED SIX YEAR CAPITAL PLAN (DISTRICT OBJECTIVE PE5.2)**

Mr. Lynch came forward and greeted the Board members. He said that the Ox Ridge School exterior speakers had been mistakenly included and the Capital Plan will be updated to reflect this change (File #2044).

**\*\* MS. SULLIVAN MOVED TO APPROVE THE UPDATED SIX YEAR CAPITAL PLAN (DISTRICT OBJECTIVE PE5.2) WITH THE EXCEPTION OF THE OX RIDGE SPEAKERS AS DISCUSSED.**

**\*\* MS. SHEA SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

**ACCEPTANCE OF OIL TANK REPLACEMENT PROJECTS AS COMPLETE.**

Mr. Lynch said the State wanted all three locations of the oil tanks included in the proposed resolution for Acceptance of the Project (File # 2045).

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**\*\* MR. HARMAN MOVED THE FOLLOWING MOTION:**

**WHEREAS THE FOLLOWING PROJECTS: STATE PROJECT NO. 035-0115CV, HOLMES ELEMENTARY SCHOOL, 18 HOYT STREET, DARIEN, CT 06820; STATE PROJECT NO. 035-113CV, ROYLE ELEMENTARY SCHOOL, 133 MANSFIELD AVENUE, DARIEN, CT 06820; AND STATE PROJECT NO. 035-0114CV, OX RIDGE ELEMENTARY SCHOOL, 395 MANSFIELD AVENUE, DARIEN, CT 06820 WERE APPROVED BY THE STATE OF CONNECTICUT ON APRIL 29, 2013 AND,**



WHEREAS THE UNDERGROUND FUEL OIL STORAGE TANK PROJECTS: HOLMES ELEMENTARY SCHOOL, STATE PROJECT NO. 035-0115CV; ROYLE ELEMENTARY SCHOOL, STATE PROJECT NO. 035-113CV; AND OX RIDGE ELEMENTARY SCHOOL, STATE PROJECT NO. 035-0114CV HAVE BEEN COMPLETED, AND

WHEREAS THE DARIEN PUBLIC SCHOOLS' BOARD OF EDUCATION HAS ALREADY ASSUMED MAINTENANCE RESPONSIBILITIES FOR THE ABOVE MENTIONED UNDERGROUND FUEL OIL STORAGE TANKS;

NOW THEREFORE BE IT RESOLVED THAT THE DARIEN BOARD OF EDUCATION ACCEPTS THE CARE, CUSTODY AND CONTROL OF THE ABOVE MENTIONED EQUIPMENT AND DECLARES THIS PROJECT AS COMPLETE.

\*\* MS. STEIN SECONDED.  
\*\* MOTION PASSED UNANIMOUSLY.

#### **TEACHING APPOINTMENTS FOR 2013-2014.**

Mr. Canty presented the Teaching Appointments for 2013-2014 as outlined in the memo dated December 10, 2013 (File #2046).

\*\* MS. MCNAMARA MOVED TO APPROVE THE ITEM.  
\*\* MS. SULLIVAN SECONDED.  
\*\* MOTION PASSED UNANIMOUSLY.

#### **APPOINTMENT OF SUPERINTENDENT SEARCH FIRM.**

Ms. Shea made the following statement:

*"Selecting a new superintendent, to serve as the educational leader and chief executive officer of the district, is one of the most important decisions that the Board of Education makes. Our success in this search process can have a profound effect on the quality of education in our community for years to come. Like a conductor, he or she will guide our shared community vision of exemplary student performance, manage disparate components and constituents to ensure progress toward that goal and serve as a model for inspired leadership. The Superintendent personifies the aspirations and responsibilities of the entire organization.*

*For these reasons, the Board of Education has selected the New England School Development Council (NESDEC) to facilitate the search for Darien's next superintendent of schools. The Board selected NESDEC after considering and interviewing a number of possible firms/organizations.*

*The Board will immediately begin working with NESDEC to develop a schedule of search activities. The schedule will be customized to Darien's needs and interests. The design will maximize the participation of school and community stakeholders while creating an inviting process for state, regional and national candidates. The Board is committed to the selection of an exemplary superintendent who can lead the district through current challenges and into a focus of reaching its full potential as a world-class educational system.*

*Once designed, the details of the search process will be made available to the community. Multiple opportunities for input will be included so that all interested parties can contribute to the selection. The search is estimated to take approximately 120 days from commencement through the announcement of the new superintendent.*

*NESDEC offers the combined advantages of regional grounding and national connection. Their mission is to assist schools and school districts in becoming high performance organizations and to support continuous educational improvement. Originally established in 1946 at the Harvard Graduate School of Education, NESDEC maintains its headquarters in Massachusetts. However, it is fully represented by associates in the Northeast who maintain currency with candidate pools, trends and developments in the region. As a member of the National School Development Council, NESDEC also utilizes its resources to access candidates beyond its geographical region. NESDEC has conducted over 500 executive leadership searches throughout New England.*

*Dr. Joseph Wood will serve as the Lead Consultant for the Darien search. He will be assisted by Search Associate, Dr. Elizabeth Osga.*

*Dr. Wood received his Bachelor's and Master's degrees from Boston State College and his Doctorate from the University of Massachusetts, Amherst. Dr. Wood has been an Assistant Research Professor and Director of the Executive Leadership Program in the NEAG School of Education at the University of Connecticut. He served as a superintendent of schools for the Berkshire Hills Regional School District in Massachusetts for nine years and in South Windsor, Connecticut for twenty years. Prior to working as a superintendent, Dr. Wood served as a principal, foreign language department chair and teacher. He has also offered numerous professional development workshops and was the 2005 recipient of the Connecticut Association of School Superintendents' Presidential Award.*

*Dr. Osga began her career in Stonington, CT as an elementary and middle school teacher, and advanced into the roles of principal and assistant superintendent. In this capacity, she assisted in the design and development of site-based management models of school improvement as well as comprehensive curriculum renewal processes. Dr. Osga served for 14 years as district superintendent in Griswold and Lyme-Old Lyme CT. Her service to education has continued since her retirement from the superintendency. Among her current professional activities, she is an adjunct professor of Educational Leadership for Sacred Heart University, Chair of the Women's Group of the Connecticut Association of Public School Superintendents (CAPSS), a consultant to the Talent Office of the Connecticut State Department of Education, and a consultant to and project facilitator for numerous districts and organizations.*

*Both Dr. Wood and Dr. Osga are accomplished Connecticut leaders, who are well positioned to guide the Board and the Community of Darien in a thorough, collaborative and insightful process."*

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**\*\* MR. MARTENS MOVED THE FOLLOWING MOTION:**

**THAT THE BOARD HEREBY APPOINTS NESDEC TO SERVE AS THE SEARCH FIRM TO ASSIST THE BOARD, ACTING AS A PERSONNEL SEARCH COMMITTEE AND OTHERWISE, IN IDENTIFYING A CANDIDATE TO SERVE AS SUPERINTENDENT OF SCHOOLS, AND**

**FURTHER MOVED: THAT THE BOARD AUTHORIZES ITS CHAIRPERSON TO EXECUTE THE RELATED CONTRACT WITH NESDEC ON BEHALF OF THE BOARD.**

**\*\* MS. MCNAMARA SECONDED.  
\*\* MOTION PASSED UNANIMOUSLY.**

**LEAVE OF ABSENCE.**

Mr. Canty presented the Board with the request for a leave of absence as outlined in the memo dated December 10, 2013. (File # 2047)

**\*\* MS. STEIN MOVED TO APPROVE THE ITEM.  
\*\* MS. SHEA SECONDED.  
\*\* MOTION PASSED UNANIMOUSLY.**

**ADJOURNMENT.**

**\*\* MS. SHEA MOVED TO ADJOURN.  
\*\* MS. SULLIVAN SECONDED.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 10:30 p.m.

Respectfully submitted,

Michael A. Harman  
Secretary

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