

Guidance Services Subcommittee Meeting

November 19, 2018 6:00 PM

Derby Middle School Conference Room

73 Chatfield Street

Attendance Taken at 6:30 PM:

Present Board Members:

Mr. Jim Gildea

Mrs. Laura Harris

Absent Board Members:

Mr. Kenneth Marcucio

Mrs. Casey Picheco

Others Present:

Dr. Matthew J. Conway, Jr., Superintendent

Mrs. Jennifer Olson, Director of Curriculum, Instruction and Assessment

Mr. Martin Pascale, DHS Principal

Mr. Ray Coplin, DHS Assistant Principal

Mrs. Rachael Caggiano, DMS Principal

Mrs. Anat Segal, DMS Guidance Counselor

Mr. Adam Baker, DMS Counselor

I. Call to Order

I.a. Opening Ceremonies

I.b. Roll Call

II. Public Participation

No one from the public spoke.

III. Discuss Goals and Objectives

The committee discussed as a goal working with the educational professionals in determining what a "best in class" guidance department model looks like, versus were the Derby school system guidance department model currently is and then reaching out to the various stakeholders (parents, students, staff and community) to ensure that the guidance department has the necessary resources and support to operate at its highest level.

We discussed and came to agreement on the three pronged approach to meet this goal:

- **Step one:** educational professionals to review and determine what a best in class guidance department e model looks like (to include online learning support, College level classes, alternative educational opportunities, Advanced Manufacturing, special education requirements, etc.
- **Step two:** review of current guidance department model that discusses our current guidance department (DMS & DHS), how is time actually spent day to day taking into account IEP obligations, special-education demands, scheduling obligations, historic staffing levels, etc.

- **Step three:** Solicit stakeholder feedback via focus groups
 - Parents
 - Students
 - Staff
 - Community

IV. Discuss Necessary Resources

Mrs. Laura Harris will work with administration and coordinate focus groups with staff and students.

Mr. Jim Gildea will touch base with Mrs. Casey Picheco and work with administration and coordinate focus groups with parents and community.

Dr. Conway will distribute previously completed survey results from past graduating classes on the guidance department services that they received.

The committee will attempt to complete as many action items prior to the meeting as possible.

V. Set Next Meeting and Regular Meeting Night

The next meeting will be January 10, 2019 at 6:00 p.m. in the DMS Conference Room.

VI. Adjourn

Meeting is adjourned at 7:30 p.m.

Motion Passed: The Guidance Services Committee adjourn its meeting. Passed with a motion by Mrs. Laura Harris with a second from Mr. Jim Gildea.

Mr. Jim Gildea	Yes
Mrs. Laura Harris	Yes
Mrs. Casey Picheco	Absent
Mr. Ken Marcucio	Absent

Dina Gotowala

Dina Gotowala
Recording Secretary

Minutes are subject to approval at the next Board meeting.