

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF EDUCATION MEETING
CHESTER ELEMENTARY SCHOOL
September 27, 2018 7:00pm**

The regular meeting of the Chester Board of Education was held on Thursday, September 27, 2018. In attendance were David Fitzgibbons, Tom Englert, Becky Iselin, John Stack, Charlene Fearon, Theresa Myers, Rob Bibbiani, Rebecca Greenberg-Ellis and Maria Scherber. Also in attendance were Dr. Ruth Levy, Superintendent, Dr. Kristina Martineau, Assistant Superintendent, Kim Allen, Business Manager, Tyson Stoddard, Principal and Kelley Frazier, Clerk. Absent:

CALL TO ORDER

Chair Fitzgibbons called the meeting to order at 7:05pm.

CONSENT AGENDA

Upon a motion made by John Stack and seconded by Becky Iselin the Chester Board of Education **VOTED** unanimously to approve the minutes from the May 24, 2018 regular meeting and the Accounts Payable report as amended.

Amendments:

Mr. Bibbiani was not present.

STUDENT REPORT

Held until November.

PUBLIC COMMENT

None

Principal's Update

Introduction of Staff

Mr. Stoddard introduced new staff members: Jen Larkin and Stephanie Carvin as well as Para professionals Cathy LaBella and Linda Petras.

Update on 2018-19 School Year Opening

Mr. Stoddard gave a brief update of the opening of school. He also gave an update of things done over the summer.

Possible VOTE to accept donation in the amount of \$200 from the Deep River-Chester Lions Club to be used at principal's discretion

Possible VOTE to accept donation in the amount of \$189.99 from the United Way to be used at principal's discretion

Upon a motion made by Tom Englert and seconded by Becky Iselin the Chester Elementary Board of Education unanimously **VOTED** to accept the \$200 donation from the Deep River-Chester Lions Club and the \$189.99 donation from the United Way which will be used at the Principal's discretion.

Upon a motion made by Tom Englert and seconded by Theresa Myers the Chester Elementary Board of Education unanimously **VOTED** to add to the agenda a Vote on returning funds to the town.

Discussion ensued regarding the funds available and the need to upgrade the camera system.

Upon a motion made by Tom Englert and seconded by Maria Scherber the Chester Elementary Board of Education unanimously **VOTED** to return funds in the amount of \$6,642.63 and to request funds from the town in the amount of \$6,642.63 to upgrade the camera system.

Financial Status Report – Ms. Allen

Ms. Allen gave a brief update on the financial status for Chester Elementary School.

Cafeteria Report – Ms. Allen

Ms. Allen gave an update on the status of the cafeteria budget. The state has changed the Free and Reduced lunch program identification.

Committee Reports

Finance – Policies which dealt with expenditure limits were reviewed. The Health Insurance reserve was discussed. This reserve may need to be replenished during budget planning.

Curriculum – This meeting was held September 17th. The Math Coaches from all three schools made a presentation.

Policy – Next meeting is November 12, 2018.

OTHER COMMITTEE REPORTS

Supervision District Committee Update

The annual transportation report was discussed. Superintendent Goals were also discussed. A special meeting will be held next month to vote on the district calendar for the next two years.

LEARN

No update.

Ad Hoc School Security Advisory Committee

This committee will do a site survey and will prioritize the recommendations. The next meeting is October 3rd. A recommendation will be available before budget planning begins. Ms. Greenberg-Ellis will represent Chester.

Assistant Superintendent's Report

General Update

Ms. Martineau gave a brief update. Discussion was held regarding the Math and ELA assessments. Next Generation Science was also discussed. There is benefit in having consistent and aligned goals K-12. Mr. Stoddard will report at the next meeting on the participation of children in the music program. It was suggested that a Math Coach be interviewed by the Valley Courier.

SUPERINTENDENT'S REPORT

District Update – Critical Thinking and Creative Problem Solving

Chester was named the #2 school in Middlesex County by the Niche Report and #17 in the entire state of Connecticut. The opening to school was discussed. Dr. Levy gave an update on the I/B program.

Pertinent Legislative Updates for 2018-19

No Update.

Appoint Board Representatives to Joint BOE Ad Hoc Tuition Committee

This meeting will discuss establishing tuition rates. The next meeting is October 2, 2018 at 9:00am. John Stack will join this committee.

INFORMATION AND COMMUNICATION

The Social and Wellness Committee will present three programs this year. The programs will discuss substance abuse. A community dinner will be held in April to present the strategic plan. Dr. Levy discussed the manufacturing program which is growing and will be expanded. The Technology Committee will investigate new technology and new policies corresponding with this. Tom Englert will be on this committee.

Discussion Regarding and Pending Policies – standing item

Policies discussed

#1331 Smoking in School Facilities

#5131.6 Students – Alcohol, Drugs and Tobacco

#4118.231 Personnel – Alcohol, Drugs and Tobacco

PUBLIC COMMENT

Mr. Bibbiani shared a story about how his daughter has benefited from the social development taught at Chester Elementary.

FUTURE AGENDA ITEMS

- Next Joint BO meeting October 4, 2018
- Next Chester BOE Meeting is November 19, 2018 @ 7:00pm
- Election of Board Officers (Nov or after seating of new members)
- BOE and Community Input for 2019-20 (On-Going)
- Presentation of Major Budget Drivers for 2019-20 (TBD)
- BOE Self-evaluation (TBD)

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:21 p.m.

Respectfully Submitted,

Kelley Frazier, Secretary

The Board went to the gymnasium for a student performance of. Mr. Stoddard asked the Board to look at the Gratitude Board and the student's artwork.

PUBLIC COMMENT

No Comment

OTHER ITEMS:

Principal's Update

Mr. Stoddard also thanked the Board for their support of the budget process and the generous donation of the azalea which has been placed in the front of the building. Social Development has focused on the Gratitude Board. Each Friday students write what they are grateful for and they also write "You Matter Letters" which are distributed to the person the letter was written about. In April the Student Leaders planned several activities for Let's Support Puerto Rico week. All proceeds will go to hurricane relief. Jack McGuire, a third grade student, will attend the National Invention Convention in Michigan. Twenty five students are registered for Kindergarten this year. Smarter Balance assessment is being completed. Class placement is being decided for next year. There will be a Memorial Day assembly on Friday, May 25th. The Spring Arts festival will be next Thursday. Students have many end of year activities. The budget hearing went well. It looks as if the citizens of Chester will continue to support the children and the school.

REPORTS:

Financial Status Report – Ms. Allen

Ms. Allen was not present. The report was distributed. Questions should be sent to Ms. Allen via email.

Cafeteria

Ms. Allen was not present. The report was distributed. Questions should be sent to Ms. Allen via email.

Committee Reports

Finance – The meeting was cancelled and will be rescheduled in the fall.

Curriculum – The International Baccalaureate program was discussed. Authorization is expected in the fall.

Policy – There are no policies to vote on. The Committee is reviewing the policy for allowing cell phones in the high school. Cell phones will be placed in a cell phone hotel by the door of each classroom. Regulations and consequences are being discussed.

OTHER COMMITTEE REPORTS

Supervision District Committee Update

Scholarships will be given based on need to students who are peers in preschool.

LEARN

Because of the difficulty in finding a representative to attend these meetings, it was suggested that there be one representative for all boards and a report will be given at the Joint Board Meeting.

Assistant Superintendent's Report

Ms. Martineau gave a brief update. Teachers are building on K-12 creative problem solving. K-12 content area groups have been meeting to finalize the rubric. Strategies are being developed to reach all content areas. The rubric will be used as an instructional tool. This has been rolled out to the staff. Teachers are working together to develop benchmark assessments. Students will use this for self-evaluation. Language arts will be focused on this summer as well as continued work on benchmarks. The reporting of grades on report cards was discussed. The elementary reporting may change.

SUPERINTENDENT'S REPORT

District Update – Critical Thinking and Creative Problem Solving

Dr. Levy noted that Dr. Martineau is now a graduate of the doctorate program from the University of Hartford. She also stated this has been a wonderful year for Chester Elementary under Mr. Stoddard's leadership.

The State Department of Education indicated that there is a 100% graduation rate for students who have attended four years at Valley Regional High School. This is a wonderful statistic. June 15th is graduation and the last day is the 19th. There will be a presentation at the next Joint Board of Education to see the connections we have from K-12 and the alignment we are working on in each school. Budgets have been approved in Deep River and Essex. The town meeting for Chester is the 30th. Parents are encouraged to vote.

The Security audit is costly. The last security audit included representatives from the town, law enforcement, board members, custodians and administrators. Dr. Levy discussed using a rubric from another school and working with our staff and local personnel to develop a similar plan. Troop F will also work closely with us to develop this plan. A team will be assembled with a representative from each board, facilities personnel, law enforcement and staff. Staff is in place to identify potential problems. Practice drills are done to prepare if a situation should arise. There is a crisis intervention team for each building. Mr. Stack will be part of this team.

Information and Communication

Discussion Regarding and Pending Policies – standing item

None to discuss.

Discussion and possible VOTE to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program dated February 13, 2008*. The Original contract expires June 30, 2012 per agreement may be renewed in 1 year increments upon agreement of all signing parties (Boards of Education for Chester, Deep River, Essex and the Regional Supervision District Committee) no later than June 30, 2018.

Upon a motion made by Becky Iselin and seconded by John Englert Chester Elementary Board of Education unanimously **VOTED** to extend the contract of the preschool for one year.

PUBLIC COMMENT

No Comment.

EXECUTIVE SESSION –PERSONNEL-EVALUATION OF SUPERINTENDENT

Upon a motion duly made and seconded the Chester Elementary Board of Education unanimously **VOTED** to go into Executive Session at 8:20pm. Dr. Levy was invited to stay.

The Board came out of Executive Session at 8:51pm.

FUTURE AGENDA ITEMS

8.1 Next Joint BOE meeting June 7, 2018 @ 7:00pm @ JWMS

8.2 Next Chester Elementary BOE Regular Meeting is September 27, 2018 @ 7:00pm

8.3 BOE Self Evaluation

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:52p.m.

Respectfully Submitted,

Kelley Frazier