

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF EDUCATION MEETING
ESSEX ELEMENTARY SCHOOL BOARD OF EDUCATION
November 12, 2015**

The regular meeting of the Essex Board of Education was held on Thursday, November 12, 2015. In attendance were Lon Seidman, Loretta McCluskey, DG Fitton, Adam Conrad, Carolyn Rotella and Mark Watson. Also in attendance were Dr. Ruth Levy, Superintendent of Region 4 Schools, Kristina Martineau, Assistant Superintendent, Scott Jeffrey, Principal, Jennifer Tousignant, Assistant Principal, Garth Sawyer, Financial Director and Kelley Frazier, Clerk. Absent:

CALL TO ORDER

The meeting was called to order by Lon Seidman at 7:04p.m.

Mr. Seidman asked that the Student Presentation be moved to the beginning of the agenda.

STUDENT REPORT

Ms. Tousignant introduced the fourth, fifth and sixth grade students who discussed the writer's workshop with guest author Sarah Albee. The sixth graders presented their imovie.

ELECTION OF OFFICERS

Dr. Levy opened the floor for the nominations for the office of chairman.

A motion was made by DG Fitton to nominate Lon Seidman Chairman of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

Chairman Seidman opened the floor for the following nominations:

Mr. Seidman moved to nominate DG Fitton as the Vice Chair of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

Mr. Seidman moved to nominate Loretta McCluskey as the Secretary of the Essex Elementary Board of Education. DG Fitton seconded the motion. The motion passed unanimously.

Special Committees:

Upon a motion duly made and seconded, the Essex Board of Education **VOTED** unanimously to have members remain on the committees they have previously been appointed.

Upon a motion made by Mr. Seidman and seconded by Ms. McCluskey, the Essex Elementary Board of Education unanimously **VOTED** to confirm appointment of Mark Watson to fill a Board vacancy until November 2017.

Mr. Watson is unable to vote until he is sworn in by the Essex Town Clerk.

CONSENT AGENDA

On a motion made by Ms. McCluskey and seconded by Ms. Rotella in the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of September 10, 2015 and the Accounts Payable report. Abstentions: DG Fitton

PUBLIC COMMENT

No Comment.

OTHER ITEMS:

Community and Board Input on 2016-17 Budget

There was a brief discussion regarding the 2016-17 budget.

Principal's Update

Mr. Jeffrey gave a brief update. Curriculum night was well attended. The PTO hosted the Harvest Fair which was enjoyed by everyone. Our fourth, fifth and sixth grade students performed in the Talent Show. We had parent teacher conferences. We look forward to learning from the Secretary of State about the election process in Connecticut. Students were able to attend an anti-bullying rally. Mr. Jeffrey noted that a committee will meet to discuss renovations which will be made in the summer of 2016. We have many great events to look forward to in December such as the Winter Concert.

REPORTS:

Financial Status Report – Mr. Garth Sawyer

Mr. Sawyer gave a brief update of the financial status for Essex Elementary School for the 2015-2016 school year. Currently the school budget is projecting a deficit due to some unanticipated special education needs. We will remain vigilant of any unforeseen circumstances and we will keep the Board informed of any developments as they arise.

Cafeteria Report – Mr. Sawyer

Mr. Sawyer gave an update on the status of the cafeteria budget. Our sales are lower due to declining enrollment. Food costs are up because of less federal subsidy.

COMMITTEE REPORTS

Finance

The Finance Committee is scheduled to meet on November 17, 2015.

Policy

The next meeting is scheduled for November 16, 2015.

Curriculum

The next meeting is scheduled for November 16, 2015.

Supervision District

No Update

LEARN Committee Update

The audit was discussed. Declining enrollment was discussed.

ASSISTANT SUPERINTENDENT'S REPORT – K. Martineau

General Update

Ms. Martineau discussed the International Baccalaureate Diploma Program. This program will make Valley Regional High school a very desirable school in our area. Ms. Martineau discussed the various programs which this includes. She also discussed the differences between AP and IB. Mr. Johnathon Costa may help facilitate bringing this program to our district. There will be a community dinner in February 2016. Discussions will continue on this subject.

SUPERINTENDENT'S REPORT - R. Levy

District Update

The Veteran's Day program was very enjoyable. Dr. Levy presented a few clips of the Veteran's Day program as created by the Valley Regional High School students.

Dr. Levy discussed where we need to go in our district. We need to make sure that our children are career and college ready. We are moving towards one to one technology. We will review the tuition policy to receive students into our district. Dr. Levy discussed having an International Baccalaureate Program which would provide an international perspective to solve world problems. We are in the early exploration stage of the process. Dr. Levy discussed the facilitation of this program.

Information and Communication

Discussion Regarding Policies

No discussion needed at this time.

Anti-Bullying Rally

Discussed in Principal's report.

Presentation of Major Budget Drivers for EES for 2016-17

Dr. Levy gave a high level view of the Supervision District budget drivers. She noted that the enrollment trend is going down significantly. She would like to have a Math Curriculum Coach in the Supervision District Budget. This was discussed in detail. The Strategic Planning Process will also be discussed. Dr. Levy reviewed the EES Budget considerations.

Review School Security and Safety Plans for EES per P.A. 13-3, Section 86, 87

The latest legislation states that the Board needs to be notified and to review the comprehensive safety plan. This will be discussed further.

PUBLIC COMMENT

No Comment.

FUTURE AGENDA ITEMS

- 8.1 Joint BOE next regular meeting on October 1, 2015 @ 7:00pm (JWMS)
- 8.2 Essex BOE next regular meeting on Nov 12, 2015 @ 7:00pm
- 8.3 Presentation of Major Budget Drivers for 2016-17(Nov)
- 8.4 Election of Board officers (Nov or after seating of new members)
- 8.5 BOE and Community input for 2016-17 budget (on-going)
- 8.6 BOE Self-evaluation (TBD)

ADJOURNMENT

Upon a motion duly made and seconded, the Essex Board of Education Voted to go into Executive Session at 8:28pm to discuss a personnel matter. Dr. Levy, Ms. Martineau and Mr. Jeffrey were asked to attend.

The Board came out of Executive Session at 9:05pm.

Upon a motion made by Mr. Seidman and seconded by Ms. Rotella the Essex Board of Education unanimously **VOTED** to adjourn at 9:06pm.

Respectfully Submitted,

Kelley Frazier, Board Clerk