

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF EDUCATION MEETING  
ESSEX ELEMENTARY SCHOOL BOARD OF EDUCATION  
September 12, 2019 7:00pm**

The regular meeting of the Essex Board of Education was held on Thursday, May 9, 2019. In attendance were Lon Seidman, Carolyn Rotella, DG Fitton, Judie McCann, Loretta McCluskey and Mark Watson. Also in attendance were Brian White, Superintendent of Schools, Kim Allen, Business Manager, Jennifer Tousignant, Principal and Kelley Frazier, Clerk. Absent:

**CALL TO ORDER**

The meeting was called to order by Lon Seidman at 6:58p.m.

**CONSENT AGENDA**

Upon a motion duly made by DG Fitton and seconded by Mark Watson the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of May 9, 2019, the minutes from the special meeting of June 11, 2019 and the Accounts Payable report.

**STUDENT REPORT**

Report held until November 2019 meeting.

**PUBLIC COMMENT**

No Comment.

**REPORTS AND OTHER ITEMS:**

**SUPERINTENDENT'S REPORT**

**District Update**

It has been a smooth opening to the school year.

**Staffing Update**

A .6 FTE for special education was hired. The costs will be covered in the budget.

**Alarm Panel Update**

There was a false alarm in August indicating a gas leak. The panel was serviced and the problem has been rectified.

**Introduction of New Teachers at EES**

Ms. Tousignant introduced the Michael Waterbury, Physical Education and Heather Skaanning, 6<sup>th</sup> Grade, who are both long term substitutes. Nancy Watkins who was hired as a para educator and Erin Pumerantz who is the new Kindergarten teacher were unable to attend.

**Assistant Superintendent's Report**

**General Update**

Ms. Martineau was not present. Mr. White noted that content areas with an emphasis on priority standards were focused on over the summer. Curriculum was reviewed along with learning and assessment practices across all grade levels. The K-5 Report Card Committee has been reviewing the Connecticut standards. The Committee will develop a timeline for the pilot and implementation phases. This will be a multi-year process. Our curriculum has been aligned with the Next Generation Science standards for all grade levels.

### **Director of Pupil Services Report – S. Smalley**

Ms. Smalley noted that the summer was successful. The high school students who participated in the vocational program were paid. At the high school level students are being brought back to allow them to participate in the many curriculum options. Teachers will be instructed on how to provide effective dyslexia support.

### **REPORTS:**

#### **Financial Status Report – Ms. Allen**

Essex ended the year with a surplus of approximately \$150,000 which is unaudited. There will be no transfers needed at this time.

#### **Financial Status and Cafeteria Account Update**

Ms. Allen gave a brief update on the financial status for Essex Elementary School and the Cafeteria Account. Ms. Allen will remain vigilant of any unforeseen circumstances and we will keep the Board informed of any developments as they arise.

#### **Principal's Update**

##### **Update on 2019-20 School Year Opening**

General maintenance and repairs throughout the building were completed over the summer. Two sets of glass doors have been replaced. A jersey barrier was installed in front of the gas lines. It was a very smooth opening to school. There has been significant growth in Math. The curriculum and the math coaches have proven to be beneficial. One student competed in the Invention Convention at nationals. Various events are planned for the fall such as picture day, the bus evacuation drill, the Fire Prevention Program in October along with the book fair and parent/teacher conferences. A Historian in Residence will be working with the fifth graders for two weeks in October.

#### **Possible VOTE to Accept a Grant not to Exceed \$42,000 from the Essex Elementary Foundation to be Used at the Discretion of the Administration**

This will fund a Scientist in Residence program.

Upon a motion made by DG Fitton and seconded by Carolyn Rotella the Essex Elementary Board of Education unanimously **VOTED** to accept a grant not to exceed \$42,000 from the Essex Elementary Foundation to be used at the discretion of the administration.

#### **Committee Reports**

**Finance** - Next meeting is September 24, 2019.

**Curriculum** – Next meeting is September 17, 2019.

**Policy** – Next meeting is September 16, 2019.

#### **OTHER COMMITTEE REPORTS**

##### **Supervision District Committee Update**

Special Education was discussed.

##### **LEARN**

No report available.

##### **Joint Ad Hoc School Security Advisory Committee**

A meeting was held and a schedule initiated.

**Discussion Regarding any Pending Policies**

First Reading of these policies were held at the June 6<sup>th</sup> Joint BOE meetings – the Second Readings and Possible VOTES to approve will be done at the October 3<sup>rd</sup> Joint Board of Education meeting

Policy #3300 Purchasing Authority

Policy #3453 Student Activity

Policy #5141.21 Administering Medication

Mr. Fitton discussed that some policies may be school specific and should be reviewed by the specific Board of Education.

**PUBLIC COMMENT**

A resident asked about the end of year surplus. Essex surplus funds go back to the town not to a reserve account.

Ms. McCluskey will coordinate the reception for the teachers. The Corinthian will be the preferred location. October 23<sup>rd</sup> is the preferred date.

**FUTURE AGENDA ITEMS**

- Next Joint BOE meeting October 3, 2019 at 7:00pm
- Next Essex BOE Meeting is November 14, 2019 at 7:00pm
- Election of BOE Officers (Nov Meeting after seating of new members)
- Yearly BOE Self-evaluation (TBD)

**ADJOURNMENT**

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 7:50pm.

Respectfully Submitted,

Kelley Frazier, Secretary