

***THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE
AUGUST 25, 2012 MEETING
Joint Board of Education Committee
June 6, 2013***

A regular meeting of the Joint Board of Education Committee was held on Thursday, June 6, 2013, in the John Winthrop Middle School Library, with the following Board Members present:

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| CHESTER BOARD OF EDUCATION: | Wendy King, Lianne Ruty, Ashley Marsh(7:06 pm Arrival), Peg Reyer, David Fitzgibbons, Laurie Rubinow(7:04 pm Arrival) |
| DEEP RIVER BOARD OF EDUCATION: | Christine Daniels, Jim Olson, Art Robbins, Mark Malcarne, Miriam Morrissey, Julia Grabrowski(7:08 pm Arrival), KC Nelson Oliveria |
| ESSEX BOARD OF EDUCATION: | Lon Seidman, Jeff Burzin, Loretta McCluskey, DG Fitton, Adam Conrad |
| REGION 4 BOARD OF EDUCATION: | Linda Hall, Chris Riley, Ann Monaghan, Duane Gates, Elaine Fitzgibbons, Mary Beth Harrigan, Mario Gioco(7:45 pm Arrival) |

Also in attendance: Dr. Ruth Levy, Superintendent, Dr. Joanne Beekley, Assistant Superintendent, Garth Sawyer, Business Manager & Kelley Frazier, Substitute Board Clerk.

CALL TO ORDER

Supervision District Committee Chair Wendy King called the meeting to order at 7:00p.m.

The Chairs of the Deep River, Essex and Region 4 Boards of Education called their respective Boards to order.

Chester had a quorum at 7:06pm.

CONSENT AGENDA

On motion duly made and seconded, the Deep River, Essex and Region 4 Boards of Education unanimously VOTED to approve the consent agenda consisting of the minutes of the April 4, 2013 regular meeting of the Joint Board.

PUBLIC COMMENT

No Comments

Doug Whittaker questioned the policy change regarding the class size guidelines. He feels that the guidelines are not as specific as previously stated. Dr. Levy suggested making an appointment with her to discuss this further.

OTHER ITEMS

Presentation of Proclamations to Jon Joslow, DG Fitton and Tom Walsh for their leadership on the Security Advisory Committee.

Dr. Levy discussed and presented Proclamations from the Board of Selectmen from Chester, Deep River and Essex to Jon Joslow, DG Fitton and Tom Walsh for their leadership on the Security Advisory Committee. Dr. Levy also recognized Jim Olson, Mark Malcarne and David Fitzgibbons for their support, time and effort on working on the security of our schools.

View Data Boards in JWMS Cafeteria

The group temporarily adjourned to the cafeteria at 7:17pm to view the Teacher Data Boards.

The meeting resumed at 8:00pm.

REPORTS

Superintendent's Report

Mr. Sawyer gave a brief status of the financial status update for all Boards.

Information and Communication Items

Vote on Superintendent's Recommendation to Appoint Shipman and Goodwin as Legal Counsel for the Board of Education of Chester, Deep River, Essex and Region 4.

On a motion duly made and seconded the Chester, Deep River, Essex and Region 4 Boards VOTED on the Superintendent's recommendation to appoint Shipman and Goodwin as legal counsel for the Boards of Education of Chester, Deep River, Essex and Region 4 for 2013-14. The motion passed.

Ms. Monaghan stated that it was previously discussed to have this contract go out for bid. She stated that we need to make sure that we are getting a fair market rate and should do due diligence.

Ms. King feels that it is important to stay with this firm so they may lead us in the new endeavor of the Cooperative Agreement.

Mr. Riley stated that we do need to go out for bid; however timing is an issue at this time while we are working on the Cooperative Agreement.

Mrs. Monahan suggested appointing a committee late in the year or during the budget discussions to do due diligence with similar firms. Mr. Riley agreed.

Mr. Fitton stated that Shipman and Goodwin are experts in the area of educational law. We should compare other firms, but continuity of the relationship is very valuable.

The Administration will gather the price structure from firms. Supervision District could review and bring it back to the individual Boards of Education.

Review Calendar Revision for 2013-14

Dr. Levy discussed the revision made to the calendar as approved by the Supervision District Committee.

End of Year Review

Dr. Levy showed a video showing the highlights of the past year. She is so proud of the students and staff. She thanked the Board for the opportunity to offer these activities to our students.

Chester

The budget passed unanimously in Chester. It was a negative percentage due to declining enrollment. Board members will be leaving the Board and replacements have not been found.

Deep River

The budget was reduced. There was a retirement of a teacher which offset this. The school is ending their year with school celebrations, field days and field trips. The school is preparing for the Celebrate Learning program.

Essex

The budget passed. The school is looking at potentially bringing natural gas to the school. This is convenient because we are in need of a new boiler.

Region 4

The budget passed in all three towns with low voter turnout. Ms. Hall has been attending award ceremonies for our school. She noted how supportive our towns are of our school district and what a wonderful sense of community we have.

Ms. Hall noted that John Winthrop has had a very successful year with their play and sports programs.

COMMITTEE REPORTS

Policy Committee Report

The following policies were reviewed and discussed. This is a second reading of these policies.

#1230 Booster Clubs

#5145.51 Peer Sexual Harassment - Students

#4218.11 Sexual Harassment - Personnel

#4118.11 Non-Discrimination – Personnel

#5145.4 Non-Discrimination – Students

#5113 Attendance

#5113.21 Truancy

#6113.11 Class Size Guidelines

Mr. Riley noted that he was concerned that Policy Number 1230 Boosters Clubs policy regarding waivers for food brought in is not clear. He feels that this is inconsistent with the Healthy Food School Policy. It was noted that the Healthy Food School Policy is for food during school hours. Booster Clubs are during after school hours.

It was noted that Policy Number 6113.11 does not change the guidelines for class sizes.

Ann Monaghan asked that policy #5145.4 *Non-Discrimination - Students* be pulled out of a consent vote to allow her to cast a separate vote for that particular policy.

On motion duly made and seconded, the Chester, Deep River, Essex and Region 4 Boards of Education unanimously VOTED to approve the Joint BOE Policy Committee's recommendation to approve Policy #1230 Booster Clubs, Policy # 5145.51 Peer Sexual Harassment – Students, Policy #4218.11 Sexual Harassment – Personnel, Policy #4118.11 Non Discrimination – Personnel, Policy #5113 Attendance, Policy #5113.21 Truancy and Policy #6113.11 Class Size Guidelines.

On motion duly made and seconded, the Chester, Deep River and Essex Boards of Education unanimously VOTED to approve the Joint BOE Policy Committee's recommendation to approve Policy #5145.4 Non-Discrimination – Students. The Region 4 Board of Education VOTED (6 yes, 1 no, Ann Monaghan – motion passed) to approve the Joint BOE Policy Committee's recommendation to approve Policy #5145.4

Curriculum Committee

VRHS will offer a higher level of calculus. The Evaluator Education Plan was discussed. Revisions to this plan are due by the end of June. We hope to have approval over the summer.

Ad Hoc Committees(as needed)

None

Assistant Superintendent's Report

Update on Professional Development

Our professional development plan will be submitted to the state. This will center on the Teacher Evaluation Plan.

PUBLIC COMMENT

No Comment

CONSENT AGENDA

On motion duly made and seconded, the Chester Board of Education unanimously VOTED to approve the consent agenda consisting of the minutes of the April 4, 2013 regular meeting of the Joint Board.

FUTURE AGENDA ITEMS

- 7.1 Next Regular Meeting of Joint Board of Education August 22, 2013
- 7.2 Update on Celebrate Learning Summer Program (Aug)
- 7.3 First Reading of BOE Meeting Calendar for Upcoming Calendar Year (Aug)
- 7.4 Update on Summer Hiring (all districts) (Aug)
- 7.5 Legislative Updates (discussion at Sept mtgs.) (Aug)
- 7.6 Executive Session – presentation of Superintendent's Goals (Aug)

ADJOURNMENT

At 9:00 p.m., the Joint BOE meeting session adjourned, but individual Boards remained in order as follows:

* **Chester Board of Education** stayed in session to discuss and possibly approve an amended agreement concerning the Collaborative Preschool Program. There was a small language revision and a renewal of the original contract term length recommended. On motion duly made and seconded, the Chester Board of Education unanimously VOTED to approve the amended *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* as presented and attached at the end of these minutes.

On motion duly made and seconded, the Board unanimously VOTED to adjourn at 9:10 p.m.

* **Deep River Board of Education** stayed in session to discuss and possibly approve an amended agreement concerning the Collaborative Preschool Program. There was a small language revision and a renewal of the original contract term length recommended. On motion duly made and seconded, the Deep River Board of Education unanimously VOTED to approve the amended *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* as presented and attached at the end of these minutes.

On motion duly made and seconded, the Board unanimously VOTED to adjourn at 9:10 p.m.

* **Essex Board of Education** stayed in session to discuss and possibly approve an amended agreement concerning the Collaborative Preschool Program. There was a small language revision and a renewal of the original contract term length recommended. On motion duly made and seconded, the Essex Board of Education unanimously VOTED to approve the amended *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* as presented and attached at the end of these minutes.

The Board also discussed a possible conversion to natural gas during the upcoming replacement of the school's boiler.

On motion duly made and seconded, the Board unanimously VOTED to adjourn at 9:10 p.m.

* **Region 4 Board of Education** stayed in session to discuss the following business:

Region 4 Director of Facilities Bruce Glowac updated the Board with information regarding the purchase of bleachers. The cost to rent bleachers for graduation has almost doubled since last year. It will cost \$4,100 to rent bleachers this year. The cost to purchase is ~\$35,000. If purchased, the bleachers could be rented out to other schools and they could also be used throughout the tri-town community for events. Mr. Glowac spoke with all 3 selectman and 2 out of the 3 were in favor of purchasing the bleachers with the surplus of funds in this year's budget. As of now Region 4 is running a \$52,061 surplus and Mr. Sawyer expects another \$30K increase in revenue from the Excess Cost Grant from the state for special education. The Board discussed the possibility of transferring some of the surplus money into a sinking fund and deferring purchase until next year's budget. Most Board members felt it was a good decision to purchase the bleachers now rather than waiting until next year because of the uncertainty of the legality of transferring money into sinking funds at this time.

On motion duly made and seconded the Board VOTED (6 yes, 1 no – Ann Monaghan, motion passed) to purchase bleachers to be used for high school graduation and other events throughout the tri-town community.

Mr. Glowac presented the Board with an opportunity to save the district money in energy costs. Over the past year he has been looking into this Energy Conservation Project for VRHS & JWMS. Audits were made in collaboration with Power Point Energy. The audit results revealed that significant savings could be made at both schools. Over 4,200 energy conservation measures were identified including indoor & outdoor lighting, occupancy sensor controls, BMS controls and energy management techniques. Energy savings were in the 30%-60% range per measure. The cost of the project would be \$647,315. Mr. Glowac said that the project would have NO CAPITAL OUTLAY because of a \$361,213 CL&P grant that Reg 4 has been awarded. The remaining \$286,102 would be financed through CL&P @ 0% interest. Principal payments would be added to CL&P's monthly billing which would be off-set by the energy savings. Energy savings would result in a positive cash flow in year 1 of \$35,475 (including the debt reduction). It is predicted that the savings after payback (3 years) would be over \$100,000 annually. The return on investment for these projects would be 33% for JW and 43% for VRHS. The Board inquired about the integrity and reputation of Power Point Energy. Mr. Glowac assured the Board that they have spoken with several other schools that have done similar projects and all gave positive reviews. The Board felt this was a great investment and didn't see any reasons why not to do this.

On motion duly made and seconded the Board unanimously VOTED to approve the 2013 Energy Conservation project for Valley Regional High School and John Winthrop Middle School as described above.

Superintendent Levy informed the Board of an anonymous donation of \$150 by a parent to be used at the discretion of Principal William Duffy at JWMS.

On motion duly made and seconded the Board unanimously VOTED to accept a \$150 donation to be used at the discretion of Principal William Duffy at JWMS.

Superintendent Levy discussed the request by the Music Department at JWMS to sell the *Seussical* set and prop items to Medfield High School in Medfield, MA at a cost of \$1,200. The set was built by volunteers and used at JWMS musical two years ago. Volunteers were notified of the potential sale and all were in favor of doing so. All proceeds of the sale would be deposited into the JWMS Musical Student Activity Account.

On motion duly made and seconded the Board unanimously VOTED to approve the sale of the JWMS *Seussical* set items with all proceeds from the sale to be designated for deposit into the JWMS Musical Student Activity Account.

On motion duly made and seconded the Board unanimously VOTED to adjourn at 9:36 pm

Respectfully Submitted,

Kelley Frazier, Substitute Clerk



**Regional School District #4
Chester – Deep River – Essex – Region 4**

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**AGREEMENT CONCERNING THE ESTABLISHMENT AND OPERATION OF AN
INTERIM COLLABORATIVE PRESCHOOL PROGRAM**

THIS AMENDED COLLABORATIVE PRESCHOOL PROGRAM AGREEMENT, (“Agreement”) is entered into on June 06, 2013 by and among the undersigned boards of education of Chester, Deep River, Essex (collectively, the “Boards), and the Regional Supervision District Committee.

WHEREAS, this Agreement is entered into pursuant to the authority granted by Connecticut General Statute Section 10-158a, which allows two or more boards of education to agree in writing to establish cooperative arrangements to provide special services, programs or activities to enable such boards to carry out the duties specified in the general statutes.

WHEREAS, the said Boards are desirous of establishing a cooperative arrangement regarding the operation of a collaborative preschool program (the “Program”) to provide educational services to identified resident special education children ages three through five as required by State and Federal law.

NOW, THEREFORE, the Boards, intending to be legally bound, hereby agree as follows:

1. Each of the individual undersigned boards of education remains responsible for meeting the requirements of State and Federal law to the identified resident special education children of their respective Towns.
2. The Regional Supervision District Committee established by the Interdistrict Agreement entered into on September 28, 2000 by the Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education, shall be responsible for the oversight and management of the Program.
3. This Agreement incorporates by reference the terms of the Interdistrict Agreement, including, but not limited to the authority and general powers of the Regional Supervision District Committee.
4. The teachers and staff dedicated to the Program shall be employees of the Regional Supervision District Committee. The Director of Pupil Services shall be responsible for oversight, staff supervision, evaluations, and general management of the Program. The school-based administrator for the school in which the program is housed shall be responsible for daily operations of the Program.
5. Each of the individual undersigned Boards shall be responsible for providing transportation through the Supervision District Committee for identified special education students participating in the Program consistent with the Interdistrict Agreement entered into on September 28, 2000.

6. Notwithstanding the provision of this Agreement to the contrary, the costs associated with housing and improvements associated with the Program should renovations and/or alternative space construction be necessary shall be based on the Average Daily Membership (ADM) among the participating Boards. *(For the purpose of determining shared costs for the subsequent school year, ADM = total number of students in each district K-6 or 7-12 based upon the October 1 census of the current year + PK special needs students (minus typical peers) assigned to the home district + students educated out of district assigned to the home district (special education, vocational agriculture) not including students attending Technical High Schools and Adult Education.)*
7. The Essex Board of Education has agreed to be the host district of the Program on an interim basis, providing two classroom spaces and an auxiliary space to the collaborative preschool program. Any addition to these space needs shall require a vote of the Essex Board of Education, which may decline to provide such additional space.
8. The Essex Board of Education shall not be obligated to accept more than 70 students in this Program including typical peers and in no case shall be obligated to provide more space than that which is provided in section 7 of this agreement.
9. The Essex Board of Education shall evaluate its participation as the host community each October while this agreement is in effect.
10. The undersigned Boards of Education recognize that the Essex Elementary School has limited space to host the program. Should The Essex Board of Education determine that elementary programs are negatively impacted by the space needs of the collaborative preschool program, the undersigned boards will discuss and act upon alternative space solutions.
11. The undersigned Boards of Education agree to promptly form a long-term plan for the collaborative pre-school program.
12. The Program is required by State and Federal law to provide the minimum of a one to one ratio of students with disabilities to students without disabilities otherwise known as “community children.” This one to one ratio is accomplished through the participation of community children from the respective towns in the Program.
13. In accordance with Connecticut General Statute Section 10-158a(b), any of the undersigned Boards of Education may withdraw from this Agreement provided it gives written notice of its intent to do so by October 31st to each of the other Boards. The withdrawal would be effective at the start of the next academic year.
14. The Boards of Education may amend this agreement.

15. This agreement shall expire on June 30, 2018. It may be renewed in one-year increments, with said renewal to be approved no later than June 30, 2017.

IN WITNESS WHEREOF, the parties hereto have authorized their designated representatives to set their hand this 6th day of June , 2013.

Chester Board of Education

Chairperson

Deep River Board of Education

Chairperson

Essex Board of Education

Chairperson

Regional Supervision District Committee

Chairperson