

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE
December 05, 2019 MEETING
Joint Board of Education Committee**

October 03, 2019

A regular meeting of the Joint Board of Education Committee was held on Thursday, October 03, 2019 in the John Winthrop Middle School Library, with the following Board Members present:

CHESTER BOARD OF EDUCATION:

David Fitzgibbons, Robert Bibbiani, Charlene Fearon, Tom Englert, John Stack, Maria Scherber, Theresa Myers, Rebecca Greenberg-Ellis

DEEP RIVER BOARD OF EDUCATION:

Paula Weglarz, Miriam Morrissey, Tracy Dickson, Lenore Grunko, Robert Ferretti (arrived 7:02), Mary Campbell (arrived 7:03), Matt Resnisky (arrived 7:03)

ESSEX BOARD OF EDUCATION:

Lon Seidman, Mark Watson, Loretta McCluskey (the Essex Board did not have a quorum in attendance)

REGION 4 BOARD OF EDUCATION:

Jennifer Clark, Mario Gioco, Rick Daniels, Trisha Brookhart, Michelle Grow, Lori Ann Clymas

Also in attendance: Brian J. White, Superintendent; Dr. Kristina Martineau, Assistant Superintendent; Kim Allen, Business Manager; Sarah Smalley, Director of Pupil Services, & Jennifer Bryan, Board Clerk.

Audience of Citizens: approx. 10 present

CALL TO ORDER

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

The Chairs of the Chester, Deep River, and Region 4 Boards of Education called their respective Boards to order at 7:00 p.m. *(the Essex Board had no quorum - all their votes passed by their unanimous consensus, and they will officially take any missed votes at their next meeting.)*

CONSENT AGENDA

On motion duly made and seconded, the Chester and Deep River Boards of Education unanimously, and the Region 4 Board of Education (5 Yes / 0 No / 1 abstention – M. Grow = PASSED) VOTED to approve the consent agenda consisting of the minutes of the June 06, 2019 regular meeting of the Joint Board and the minutes of the June 10, 2019 special meeting of the Joint Board.

PUBLIC COMMENT – no comments were made

REPORTS

Superintendent's Report

Mr. White spoke about the response to the reported threat yesterday at Valley Regional High School. He wanted to make it clear the high school is safe and that Troop F was able to determine there was no immediate threat prior to the start of school that day. He said administration always works to be responsible and responsive to any issues as they arise.

He discussed an upcoming shift in training for staff and students in the event of an intruder in a school building. The training system known as ALICE (Alert, Lockdown, Inform, Counter, Evacuate) is an enhanced version of procedures that have been practiced for years in our schools. Last year the School Security Advisory Committee recommended that this type of training start to be implemented. The updated training is based on new recommendations developed through the study of active shooter situations. Staff members have already been receiving training in this type of enhanced response. Communications regarding this shift in training will be shared in a thoughtful way with parents and communities before training begins with students.

Mr. White reported that the Joint BOE ad hoc Calendar Committee will convene on October 22nd to consider possible revisions to the 2020-21 School Year calendar. This review is being initiated based on feedback he has received from Teacher and PTO leadership. Any recommendations for revisions will be brought before the Supervision District for their consideration.

He shared a bit about his entry plan which will be posted on the website and he noted that his goals as Superintendent will be aligned with the current goals of the strategic plan.

He and Assistant Superintendent Martineau shared an update with the Board on the latest education related legislation. They shared portions of a PowerPoint presentation from Shipman and Goodwin and highlighted the most relevant new legislation in terms of policy implications or potential budgetary impact. He asked the Board to not hesitate to contact him if they had any questions. At the request of Board members, the entire presentation will be sent to them.

The Boards reviewed the proposed Calendar of BOE Meeting for Jan. – Dec. 2020. Lori Ann Clymas requested that the Joint BOE Policy Committee consider meeting monthly, instead of bi-monthly. Paula Weglarz shared her concern for the proposed 9:00 a.m. start time for the Joint BOE Curriculum Committee. Ms. Weglarz fears that in an effort to better accommodate teacher availability, it will not allow some BOE members to participate. Chair Seidman recommended the removal of the Joint BOE Committee schedule from the official BOE meeting calendar and instead allow each Committee to determine their own schedule of meetings when they next meet in November.

On motion duly made and seconded, the Chester, Deep River, and Region 4 Boards of Education unanimously VOTED to approve the Calendar of BOE Meetings for Jan. – Dec. 2020 with the removal of the Joint BOE Committee schedule.

Assistant Superintendent's Report

Dr. Martineau reported on recent and upcoming Professional Development in a variety of areas including curriculum work in science and math; CCPS rubric work by specialist area teachers; and ELA teachers working with math consultants to develop coaching cycles. Secondary teachers have been working on high quality education differentiation assessments and new rubric assessments for CCPS and benchmark creation.

Dr. Martineau also reported that she has been working with the World Language teachers in preparation for an update to the Joint BOE Curriculum Committee as had been requested. Next month she will discuss assessment results at the individual Board meetings.

Director of Pupil Services Report

Sarah Smalley reported on a good start to the school year for students PK – 21 years old served by a variety of our special education programs. She commended her staff for the great work they do to enhance the academic experience for all students, at all ages.

Business Manager Financial Status Report

Kim Allen gave a brief, high level financial update for each district. More detail will be given at the upcoming individual board meetings.

Superintendent White introduced a presentation on the cafeteria program to be given by Mrs. Allen and Thomas Peterlik, Dir. of Food Services. Mr. White explained that based on feedback he has received since arriving in district, they have looked at all aspects of the cafeterias. They have prepared this presentation to provide a comprehensive overview of the cafeteria program, the mandated requirements of the program, and to introduce some early thoughts about the direction they will propose taking during budget development - including changes in how cafeteria services will be budgeted to provide better transparency, understanding, and planning for the program. (please see attached).

Board members thanked the administration for the report and for the efforts to approach this differently in the next budget cycle.

Committee Reports

Joint BOE Policy Committee

There was a First Reading on the following policy: #5114 Suspension/Expulsion/Due Process. This will be on for discussion at individual meetings in November, and a Second Reading and possible Vote at the Joint BOE meeting in December.

There was a Second Reading and chance for discussion regarding the following policies. It was noted that the two business policies had been reviewed and recommended by both the Joint BOE Policy Committee and the Joint BOE Finance Committee:

- #3453** Business - Student Activity
- #3300** Business – Ordering Goods and Services (Purchase Orders)
- #5141.21** Students - Administering Medicine

On motion duly made and seconded, the Chester, Deep River, and Region 4 Boards of Education unanimously VOTED to approve the following policies as presented: #3453 Student Activity; #3300 Ordering Goods and Services; #5141.21 Administering Medicine.

The Joint BOE Finance Committee met on Sept. 24th. Discussion continued regarding the best way to take inventory and/or create a record physical assets. There was some discussion regarding the current health insurance reserves which are lower than desirable following a time of particularly high claims. They will be looking into whether any action is needed to make an adjustment in funding the reserve moving forward.

The Joint BOE Curriculum Committee met on Sept. 17th. Secondary teacher Rachel Rose presented on the World Language program. An elementary teacher has been asked to present at the next Committee meeting. This is part of the Committee's work to examine where we're currently at with the World Language curriculum. Committee representatives will be able to update the Joint Boards at their December 5th meeting.

District Security Advisory Committee

Superintendent White provided an update on Security during his report earlier in the meeting.

PUBLIC COMMENTS:

Chester BOF Chair Virginia Carmany thanked administration for the presentation on the cafeteria report which she said had answered lots of questions that had been raised by the Town of Chester.

FUTURE AGENDA ITEMS

- Next Regular Joint BOE Meeting, December 05, 2019 @ 7:00 p.m.

Chair Seidman reminded everyone that there will be a Joint BOE retreat this weekend, Saturday, Oct. 5th from 9:00 a.m. - noon at JWMS.

ADJOURNMENT*:

On Motion duly made and seconded, the Chester and Deep River Boards of Education unanimously VOTED to adjourn at 8:13 p.m.

Respectfully Submitted,

Jennifer Bryan, Clerk

*The **Region 4 Board** remained in session, but took a 5 minutes recess before reconvening for the following business:

Regional District #4 Board of Education

Regular Meeting 3 October 2019

Minutes

Attendance: Trisha Brookhart, Dr Jennifer Clark, Lori Ann Clymas, Dr Rick Daniels, Mario Gioco and Michelle Grow.

Administration: Brian White, Dr Kristina Martineau and Kim Allen

This meeting was re-convened at 8:20pm by Dr. Jennifer Clark

Executive Session

At 8:22pm, a motion was made by Lori Ann Clymas and seconded by Michelle Grow to go in to executive session to discuss pending litigation. APPROVED 6-0. (including Kevin Roy, Brian White, Kristina Martineau and Kim Allen)

The executive session ended at 8:35pm.

A motion was made by Rick Daniels and seconded by Lori Ann Clymas to withdraw the appeal of the FOIA decision. APPROVED (5 – YES, 1 – ABSTAINING (Grow))

Reserve Fund for Capital and Nonrecurring Expenditures

CT General Statute Sec. 10-51(d)(2) allows for the creation and management of a Reserve Fund for Capital and Nonrecurring Expenditures.

A motion was made by Lori Ann Clymas and seconded by Michelle Grow to create the “Capital Fund”. APPROVED 6-0.

Capital Fund Task Force

The Finance and Policy Committees along with the newly created Task Force will review current policies and procedures in regards to finance..

The composition of the committee will be as follows:

Region 4: Jennifer Clark, Lori Ann Clymas and Rick Daniels

Towns: one member selected by each First Selectman.

Boards of Finance: one member selected by each board.

Budget Transfer – “Other Purchased Services”

A budget transfer has been made for the purchase of databases for the use in the library. The \$8,050 has been transferred from the purchase of library books.

Auditor

Brian White will be meeting with Mahoney Sabol to discuss moving up the timeline for the annual budget. The need for a new RFP will be determined by the outcome of this meeting.

5 Year Capital Plan

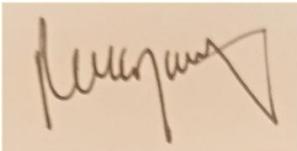
The current capital plan was distributed. There was no changes to the plan discussed.

Public Comment

Virginia Carmany, Michael Hammond, Jim Carey and Miriam Morrissey offered comments on the agenda items.

There being no further business, a motion was made by Michelle Grow and seconded by Lori Ann Clymas to adjourn this meeting. APPROVED 6-0.

This regular meeting was adjourned at 9:55pm.

A handwritten signature in brown ink on a light brown background. The signature is cursive and appears to read "Richard R. Daniels, Jr." followed by a large, stylized flourish that resembles a triangle or a large 'D'.

Richard R. Daniels, Jr

Secretary BOE

School	Capital Project	Project Budget	Future Bond	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Total
John Winthrop	Curbing & Sidewalk Replacement								-
John Winthrop	HVAC Coil Replacement	41,000		11,000		10,000	10,000	10,000	41,000
John Winthrop	Flooring Replacement	50,000			20,000	10,000	10,000	10,000	50,000
John Winthrop	Soccer Field Irrigation	20,000				20,000			20,000
John Winthrop	Soccer Field Repair	10,000				10,000			10,000
John Winthrop	Chiller Replacement	115,000			75,000	40,000			115,000
John Winthrop	Carpet Replacement	30,000			10,000	10,000	10,000		30,000
John Winthrop	Life Skills Renovation	15,000			15,000				15,000
John Winthrop	Parking Lot Crack Sealing & Repair	25,000			25,000				25,000
John Winthrop	Gym Floor Replacement	150,000				50,000	50,000	50,000	150,000
John Winthrop	Science Lab Renovation		500,000						
John Winthrop	Security Vestibule ("Man Trap")								
	JW Subtotal	456,000	500,000	11,000	145,000	150,000	80,000	70,000	456,000
Valley Regional	330G UGST Tech Ed Remove & Replace	5,000		5,000					5,000
Valley Regional	Sr. Parking Lot Lighting	25,000		25,000					25,000
Valley Regional	Curbing & Sidewalk Replacement	40,000		40,000					40,000
Valley Regional	Competition Field Irrigation	25,000			25,000				25,000
Valley Regional	Competition Field Repair	10,000			10,000				10,000
Valley Regional	HVAC Coil Replacement	15,000			15,000				15,000
Valley Regional	Flooring Replacement	40,000			10,000	10,000	10,000	10,000	40,000
Valley Regional	Track Resurface	75,000			25,000	25,000	25,000		75,000
Valley Regional	Carpet Replacement	40,000			10,000	10,000	10,000	10,000	40,000
Valley Regional	Chimney Repair	50,000		50,000					50,000
Valley Regional	Life Skills Renovation	60,000			15,000	15,000	15,000	15,000	60,000
Valley Regional	Field Development		660,000						
Valley Regional	Scoreboard	40,000			10,000	15,000	15,000		40,000
Valley Regional	Repave Student Parking Lot	50,000			10,000	25,000	15,000		50,000
Valley Regional	Repave West Side	30,000			10,000	10,000	10,000		30,000
Valley Regional	Chiller	105,000			15,000	25,000	25,000	65,000	105,000
Valley Regional	Science Lab Renovation		x						
Valley Regional	Tennis Court Maintenance/Replacement		500,000						
Valley Regional	Tech Ed Connect		x						
	VR Subtotal	610,000	1,160,000	120,000	140,000	125,000	125,000	100,000	610,000
Central Office									
	CO Subtotal	-		-	-	-	-	-	-
	GRAND TOTAL	1,066,000		131,000	285,000	275,000	205,000	170,000	1,066,000

120,000 Projects to be completed in fiscal year 2019-2020

11,000 Funds to be deposited into capital fund for future project completion once total funds available

131,000