

***THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE
February 28, 2012 MEETING
Joint Board of Education Committee***

December 01, 2011

A regular meeting of the Joint Board of Education Committee was held on Thursday, December 01, 2011 in the John Winthrop Middle School Library, with the following Board Members present:

| | |
|--------------------------------|--|
| CHESTER BOARD OF EDUCATION: | Laurie Rubinow, Amy Safran arrived 7:47 p.m., Peg Reyer, Ashley Marsh, Wendy King, Nicole Sypher, David Fitzgibbons |
| DEEP RIVER BOARD OF EDUCATION: | Christine Daniels, Kc Nelson-Oliveria, Arthur Robbins, Liz Tracy arrived @ approx. 7:52 p.m., Dave Berardis, Julia Grabowski, Miriam Morrissey |
| ESSEX BOARD OF EDUCATION: | Lon Seidman, Adam Conrad, DG Fitton, Loretta McCluskey, Judie McCann, Matt Cooper |
| REGION 4 BOARD OF EDUCATION: | Linda Hall, Jennifer Clark, Mary Beth Harrigan, Chris Riley, Elaine Fitzgibbons, Duane Gates |

Also in attendance: Dr. Ruth Levy, Superintendent; Ian Neviaser, Assistant Superintendent; Garth Sawyer, Business Manager & Jennifer Bryan, Board Clerk.

Audience of Citizens:

CALL TO ORDER

Supervision District Committee Chair Linda Hall called the meeting to order at 7:13 p.m..

The Chairs of the Chester, Deep River, Essex Boards and Region 4 Board of Education called their respective Boards to order at 7:13 p.m.

CONSENT AGENDA

On motion duly made and seconded, the Chester, Deep River, Essex and Region 4 Boards of Education unanimously VOTED to approve the consent agenda consisting of the minutes of the October 06, 2011 regular meeting of the Joint Board.

PUBLIC COMMENT – no comments were made

OTHER ITEMS

Outgoing Board members were recognized with a citation; an official proclamation by the State of CT General Assembly, presented by State representative Phil Miller. Mark Watson from Essex was present to receive the proclamation. Other outgoing members (Gale Dilger, Lauri Wichtowski, Jim Gordon, Eileen Brower-Sypher, Suzanne Helchowski, Jeff Burzin, Richard Strauss, and Pamela Christman) were unable to attend.

REPORTS

Superintendent Levy summarized the upcoming budget season process. She asked everyone to send feedback for the new websites which are just coming on-line and will be tweaked and improved throughout the year.

She also reviewed the Sister Cities Project in Haiti which is being pursued through all of the districts in support of early childhood education. The project is providing a voice of goodwill and educational opportunities and support for underprivileged kids.

She noted that instructional rounds for administrators (and beginning soon, other teachers) are continuing.

The Strategic Planning Survey on the website has received over 250 responses. The Strategic Planning Steering Committee will be reviewing this data soon. Upcoming meetings will solicit additional input from BOE members and the community.

A New/All BOE Member Workshop, with presentations by district attorney Anne Littlefield and past veteran BOE member/chair, Terry Stewart will be held on December 10th.

Financial Status Update

Mr. Sawyer gave a brief, high level financial update for each district. More detail will be given at the individual board meetings in September. He pointed out that if each of our 4 districts were one larger district, they would be in very good shape, but broken into individual districts, some are doing better than others currently.

Dr. Levy presented the proposed Supervision District draft budget for 2012-13. She gave a brief review of what the Supervision District Committee is and explained Average Daily Membership (ADM) which determines each district's cost share of the budget.

A decline in enrollment for PK-12 is projected for all districts looking out through 2018-19. However, she asked that everyone take into consideration that the further out the projections go, the more unpredictable they become, especially during this time of economic volatility. It is to be used as a guide, not as an absolute.

She first reviewed the fixed costs, salary and contractual increases (fuel, transportation, retirement, benefits, etc...) that must be covered. These costs show a total increase of \$237,804 or 3.91%. Total decreases equal -\$29,293 or -0.48% for a total contractual and operational net increase of 208,511 or 3.43%.

She next reviewed new positions and additional services that will be proposed, including appropriate space for mandatory record storage. Also up for discussion will be a unified phone

system and moving the school nurses and network technicians under the Supervision District budget in preparation for moving towards a Cooperative Agreement. She also reviewed a summary of the total proposed budget for a grand total addition of \$317,020 to a total budget of \$6,341,140 for a proposed increase of 5.30%

The first Supervision District Budget Workshop will be hold on Tuesday, Dec. 6th .

Committee Reports

The Joint BOE Policy Committee Chair Elaine Fitzgibbons reported that they last met on November 15th where they closely scrutinized all the proposed policies to ensure compliance with state statutes.

Mrs. Fitzgibbons turned the first reading over to Dr. Levy for explanation. Dr. Levy discussed new legislation just passed this summer making the new proposed bullying policy mandatory for compliance with the legislation which has a statutory deadline of January 1, 2012 and July 1, 2012 for adoption. She reviewed the major changes to the new legislation and subsequently the newly proposed policy revised to meet all of the statutory requirements. A lengthy discussion period followed Dr. Levy's presentation. Ms. Fitzgibbons assured the boards that the proposed policy represents the best possible policy to follow the letter of the new law. The Boards asked that they receive an update on the general statistics and procedures regarding bullying. The Boards asked that even if the new policy is approved this evening, that it come back for a second reading and possible revisions to be requested and voted upon.

There was a first reading and emergency VOTE on the recommended Policy 5131.911 Bullying Policy.

On motion duly made and seconded, the Chester, Deep River, Essex and Region 4 Boards unanimously VOTED to approve Policy 5131.911 Bullying as presented.

There was a first reading on the following policies:

- #6141.321 Student technology use
- #4118.51 Employee technology use

Ms. Fitzgibbons praised the invaluable input of the Pam Murphy, the Director of Technology in creating this policy. It has also been reviewed by legal counsel.

These policies will come back for second readings and a VOTE at the February 28th Joint BOE meeting.

Joint BOE Finance Committee – Lon Seidman reported that health insurance fund is in good shape. The budget process was reviewed in depth. The possibility of building a reserve safety net fund in future budgets was discussed given the fact that the districts are self-insured.

Joint BOE Curriculum Committee - Chair Mary-Beth Harrigan reported that the Committee met November 15th.

She discussed the Committees recommendation that the Region 4 Board vote to approve the recommended Algebra textbook. The Board will take a vote at the end of the Joint BOE meeting. The last text purchased was in 1998. The Math Department investigated 4 different books and recommended this one. It does align with all the New Connecticut Standards and Understanding by Design (UBD). Math Facts fluency, FLES, and Reading assessments were discussed. The next Committee meeting will be held on January 25th .

Ad Hoc committees –

Full Day Kindergarten Committee Update -

Mr. Neviaser reminded Board members that this will be an ongoing discussion in all of the individual Boards' budget workshops. He reviewed the current numbers and proposed cost for the addition of Full Day Kindergarten at each of the three elementary schools.

Assistant Superintendent's Report

Mr. Neviaser provided an update on Professional Development and Curriculum. The next full day of Professional Development will focus on the new bullying legislation.

Mr. Neviaser discussed the New Connecticut Standards and the Smarter Balanced Assessment Consortium, which is the group developing the new assessment that will replace the CMT and CAPT beginning with school year 2014-15. It will be a summative test at the end of the year with earlier optional interim assessments throughout the year. All testing will be completed on-line. It will be a computerized Adaptive Test, just as the GRE is currently administered, with the follow-up question being determined by a student's previous answer. Major concerns center around technology, compatibility, cost, adoption of best practices, and long-term governance.

Dr. Levy introduced her intern Jaya Vishyshakar to the Boards.

PUBLIC COMMENTS:

No comments were made.

EXECUTIVE SESSION

On Motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards of Education unanimously VOTED to move into Executive Session at 8:45 p.m.

On Motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards of Education unanimously VOTED to move out of Executive Session at 9:00 p.m.

FUTURE AGENDA ITEMS

Next regular Joint BOE meeting is December 01, 2011
Second Reading and Possible VOTE on District-wide school calendars for 2012/2013 and 2013/2014 (Dec) (first readings at Nov individual meetings)
Superintendent presents draft Supervision District budget for 2012-13 (Dec.)
Executive Session – mid-year evaluation of Superintendent (Dec.)
Appoint members to Joint BOE Committees for 1 year terms (Dec.)
Presentation of rough draft of District Technology Plan – *P. Murphy* (Dec.)
Possible First Reading of District Technology Plan – *P. Murphy* (Feb.)
Possible Second Reading and VOTE of District Technology Plan – *P. Murphy* (Apr.)
Second reading of bullying policy for possible revision (Feb 28th)

ADJOURNMENT:

On Motion duly made and seconded, the Chester and Essex Boards of Education unanimously VOTED to adjourn 9:00 p.m.

The Deep River and Region 4 Boards of Education remained in session to discuss the following business:

Regional School District No. 4 Board of Education– December 1, 2011

The Regional School District No. 4 Board of Education remained in session immediately after the Joint Board of Education meeting, with the following Board members in attendance:

Linda Hall, Mary-Beth Harrigan, Chris Riley, Elaine Fitzgibbon, Duane Gates & Jennifer Clark

Also in attendance: Assistant Superintendent Ian Neviaser and Superintendent Ruth Levy

ITEMS

On motion duly made and seconded the Board reviewed and approved the new Algebra II textbook as recommended by the Joint BOE Curriculum Committee.

The following 1 year committee appointments were approved:

Supervision District: Linda Hall, Mary-Beth Harrigan & Elaine Fitzgibbon
Jennifer Clark to replace Pam Christman on School Calendar Committee
Duane Gates to replace Pam Christman on Joint BOE Teacher Negotiations (previously Gates was the alternate)
No changes were made to Policy, Curriculum or Finance.

On motion duly made and seconded the Board approved the trial period for proposed cell phone use policy (high school only) with recommended edits.

On motion duly made and seconded the Board moved into Executive Session at 9:28 pm to discuss a confidential matter. Ruth Levy and Ian Neviaser were invited into Executive Session.

The Board moved out of Executive Session at 9:50 pm.

On motion duly made and seconded the Board unanimously VOTED to adjourn at 9:51 pm

Deep River Elementary Board of Education– December 1, 2011

The Deep River Elementary Board of Education remained in session immediately after the Joint Board of Education meeting to discuss the following business:

Appoint Committee members for 1 year appointments (Supv. Dist. / all standing and ad hoc comm.)

The following appointments were made:

Respectfully Submitted,

Jennifer Bryan, Clerk