

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE
April 04, 2013 MEETING
REGIONAL SUPERVISION DISTRICT COMMITTEE**

February 28th , 2013

A regular meeting of the Regional Supervision District Committee was held on Thursday, February 28th, 2013 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	Wendy King, Peg Reyer
DEEP RIVER BOARD OF EDUCATION:	Christine Daniels, Art Robbins, KC Nelson Oliveria
ESSEX BOARD OF EDUCATION:	Lon Seidman, Loretta McCluskey
REGION 4 BOARD OF EDUCATION:	Linda Hall, Mary-Beth Harrigan, Elaine Fitzgibbons

Also in attendance: Dr. Ruth Levy, Superintendent; Dr. Joanne Beekley, Assistant Superintendent; Tracy Johnston, Director of Pupil Services, Garth Sawyer, Business Manager, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: 1

CALL TO ORDER

Committee Chair Wendy King called the meeting to order at 6:10 p.m.

CONSENT AGENDA

On motion duly made and seconded the Committee unanimously VOTED to approve the consent agenda consisting of the Minutes from the regular meeting of December 06, 2012, the minutes from Supervision District Budget Workshop I, II, & III, and the Accounts Payable Report. With the correction of Wendy King calling the meeting to order, instead of Linda Hall.

OTHER ITEMS

The Committee discussed the proposed 2013-14 Supervision District budget. On motion duly made and seconded, the Committee unanimously VOTED to bring the 2013-14 Supervision District budget in the amount of \$6,390,898 (six million, three hundred ninety thousand, eight hundred ninety eight dollars) to the Joint BOE for approval.

Peg Reyer commended the administration for listening to outside input and coming back with wonderful suggestions that solved even more issues than the original concerns. Other Committee members echoed the sentiment and stated that the additional budget workshop Monday was very good at clearing up misconceptions and misinformation regarding the proposed budget.

Dr. Levy reported that the Region 4 Board had asked administration to research local schools with regards to the positions or equivalent positions of Special Education Directors and Assistant Coordinators. Dr. Levy handed out the results of that research, as well as the written rationale, and a draft job description for the proposed Assistant Director of Special Education.

PUBLIC COMMENT -

None made

REPORTS AND COMMUNICATION

Financial Status – Business Manager Garth Sawyer reviewed the highlights of the Supervision District financial status updates. There were not many changes since previous report. Any previously open positions have now been filled. The open positions had allowed a net savings, as payments to the substitute account equaled less than those that would have come out of the salary account. Changes in the bus routes this year have afforded a savings in the transportation line.

The discussion and possible vote to exercise a 1 year renewal option on the current contract with Grant Thornton to re-appoint them as auditors of the Supervision District Financial Statements for a 1 year period to audit the financial records for the 2012-13 school year was tabled until the next meeting because administration is currently in negotiations with the firm regarding the contract price that would be offered for the one year extension. In keeping with best practices, in March 2014, the business office will put out a request for proposals for auditors following best practices.

Individual BOE reports

Chester – Board Chair Wendy King reported that the Chester BOE held their first budget workshop recently. They currently have a budget decrease from last year, however there is the minimum budget requirement (MBR) which may not allow a reduction in next year's budget amount. Administration is currently looking into whether or not the district will be able to secure a waiver of that law given that the proposed reductions are due to sharply declining enrollment. Mrs. King noted that although it's a nice predicament to be in, it must be resolved.

Deep River – Board Chair Christine Daniels reported that it has been one of their best budget development seasons in a while. After 2 budget workshops, they are currently at a 2.03% proposed increase. They will be holding their next workshop in a few weeks. They are looking at projects that have been put off for too long in past budget years. For example, their roof had another big leak due to the blizzard, and many books were destroyed. In other news, the school recently received a grant for World Book Night to purchase grown up books for staff to share in a book club setting.

Essex – Board Chair Lon Seidman reported that after a couple of cancellations due to weather, the Board recently held their 1st workshop. Special Education needs comprise the largest part of the increase needed, as well as young staff advancing through salary steps.

Region 4 – Board Chair Linda Hall reported that they held their 3rd workshop last evening, and are currently considering a 1.26% increase to approve at next week's regular BOE meeting. They are proposing the establishment of a sinking fund for various maintenance projects including a storage building, a paving project, and flooring replacement. Mrs. Hall also reported that *Brigadoon* VRHS musical tickets are on sale now.

Committee updates – held for Joint BOE meeting.

SUPERINTENDENT'S REPORT

Information and Communication

Held for Joint BOE meeting

PUBLIC COMMENT – no comment

EXECUTIVE SESSION - On motion duly made and seconded, the Committee VOTED to move into Executive Session at 6:37 p.m. to discuss the Superintendent's recommendation regarding staff non-renewals and other personnel matters. The Committee invited Dr. Beekley, Tracey Johnston, and Garth Sawyer to join the executive session.

The Committee moved out of Executive Session at 6:45 p.m.

On motion duly made and seconded, the Committee VOTED to approve the superintendent's recommendation regarding staff non-renewals, as presented.

FUTURE AGENDA ITEMS

Review Supervision District Audit Report for 2011-12 (TBD)
Vote/approve recommendation for legal counsel for 2013/14 (June)

ADJOURNMENT:

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 6:45 p.m.

Respectfully Submitted,

Lon Seidman, BOE Secretary,
Jennifer Bryan, Clerk