

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE
June 06 2013 MEETING
REGIONAL SUPERVISION DISTRICT COMMITTEE**

April 4th , 2013

A regular meeting of the Regional Supervision District Committee was held on Thursday, April 4th, 2013 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	Peg Reyer
DEEP RIVER BOARD OF EDUCATION:	Christine Daniels, Kc Nelson-Oliveria
ESSEX BOARD OF EDUCATION:	Lon Seidman, DG Fitton
REGION 4 BOARD OF EDUCATION:	Elaine Fitzgibbons

Also in attendance: Dr. Ruth Levy, Superintendent; Joanne Beekley, Assistant Superintendent; Garth Sawyer, Business Manager, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: 2

CALL TO ORDER

The Committee moved into a non-meeting at 6:45 p.m. due to a non-quorum.

CONSENT AGENDA

The Consent agenda was tabled until such time that a quorum could be reached.

OTHER ITEMS

None listed

PUBLIC COMMENT -

None made

REPORTS AND COMMUNICATION

Financial Status – Business Manager Garth Sawyer reviewed the highlights of the Supervision District financial status updates. Overall he noted that the District was doing very well, mostly due to savings found by re-working bus routes more efficiently at the beginning of the year.

Mr. Sawyer discussed recommended budget transfers for 2012-13 based on current projections reflected in the latest budget status report. Action was tabled until such time that a quorum could be reached.

Mr. Sawyer presented the 2011-12 Supervision District audit report, which shows an ending fund balance of \$2,098, as anticipated. Action on accepting the report and approving a recommendation to return the end of year surplus to the towns was tabled until such time that a quorum could be reached.

There was a discussion concerning the option to exercise a 1 year renewal option on the current contract with Grant Thornton, LLP (formerly Carlin, Charron, & Rosen, LLP) 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. The price would increase by \$500 over last year's cost. Action on this was tabled until such time as a quorum could be reached.

Lon Seidman spoke about the very recent grant award of \$23,750 in State monies received through a collaborative effort grant to provide assistance in developing a cooperative agreement between the Chester, Deep River, Essex and Region 4 school districts. The Supervision District was previously authorized by the Joint BOE to supervise this effort. The grant must be expended by June 30, 2013, so the effort will need to progress efficiently. He asked for the assistance of all of the Committee members in lending their efforts to working on this and communicating it to the towns and all stakeholders. The agreement will need to cover governance, finance, policy, legislative issues, etc... and therefore will be a complicated document. Shipman and Goodwin, who provides legal counsel for the schools and Supervision District will be drafting this agreement. Mr. Seidman also noted the desire to have a Board of Finance member from each town and possibly a representative from the Boards of Finance to be a part of the discussion; although they can't vote on the agreement, their input is needed and will be sought after.

Individual BOE reports

There were no individual Board reports

SUPERINTENDENT'S REPORT

Information and Communication

The Superintendent's report was held for the Joint BOE meeting to immediately follow.

PUBLIC COMMENT –

No comments were made

FUTURE AGENDA ITEMS

Vote/approve recommendation for legal counsel for 2013/14 (June)

ADJOURNMENT

The non-meeting ended at 7:05 p.m.

PLEASE NOTE:

The Supervision District Committee had a quorum present by the end of the Joint BOE meeting which immediately followed the Committee's non-meeting. Therefore, a Supervision District Committee meeting was convened to take care of business that had been tabled earlier in the evening until such time as a quorum could be reached. The minutes for that meeting are listed at the end of the Joint BOE meeting and may also be found in full below:

Supervision District Committee Vice-Chair, Christine Daniels, called a meeting of the Committee to order at 10:20 p.m. to take care of business that was tabled earlier in the evening due to the lack of a quorum. Present were:

CHESTER BOARD OF EDUCATION:	Peg Reyer
DEEP RIVER BOARD OF EDUCATION:	Christine Daniels, Kc Nelson-Oliveria
ESSEX BOARD OF EDUCATION:	Lon Seidman, DG Fitton, Loretta McCluskey
REGION 4 BOARD OF EDUCATION:	Elaine Fitzgibbons, Linda Hall

On motion duly made and seconded the Committee unanimously VOTED to approve the consent agenda consisting of the Minutes from the regular meeting of February 28, 2013, Minutes from budget workshop IV of February 25th, and the Accounts Payable Report.

Dr. Levy reviewed the recommended budget transfers for 2012-13 based on current projections reflected in the latest budget status report.

On motion duly made and seconded, the Supervision District Committee unanimously VOTED to approve the following recommended budget transfers for the Supervision District 2012-13 budget:

Object 100: Salaries	Budget Increase of	(\$3,203)
Object 200: Fringe Benefits	Budget Increase of	(\$8,218)
Object 300: Purchased Services	Budget Increase of	\$5,795
Object 400: Rentals and Repairs	Budget Decrease of	\$5,566
Object 800: Other Objects	Budget Decrease of	<u>\$ 60</u>

Net Amount of Increases versus (Decreases) \$0

Dr. Levy reviewed Mr. Sawyers earlier presentation of the 2011-12 Supervision District audit report, which shows an ending fund balance of \$2,098, as anticipated.

On motion duly made and seconded, the Committee unanimously VOTED to accept the audit report as presented.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Superintendent's recommendation to return to the participating towns of Regional No. 4 Supervision District the end of year surplus for FY2011-12. The amount of reimbursement is for \$2,098 to be returned as follows according to FY2011-12 ADM formula:

Town of Chester \$520
Town of Deep River \$632
Town of Essex \$946

There was a discussion concerning Mr. Sawyer's earlier presentation on the option to exercise a 1 year renewal option on current contract with Grant Thornton, LLP (formerly Carlin, Charron, & Rosen, LLP) 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. The price will be \$10,000 (which is an increase of \$500 over last year's cost), a fee which, as Mr. Sawyer noted earlier in the evening, was still less than the price bid by other firms' during the last Request for Proposals.

On motion duly made and seconded, the Committee unanimously VOTED to exercise their 1 year renewal option on their current contract with Grant Thornton, LLP (formerly Carlin, Charron, & Rosen, LLP) 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 at a cost of \$10,000.

ADJOURNMENT:

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 10:30 p.m.

Respectfully Submitted,

Lon Seidman, Secretary,
Jennifer Bryan, Clerk