



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

ESSEX BOARD OF EDUCATION

Via Google Meet
Dial +1 (617) 675-4444
PIN: 393 642 754 3031#
Jan. 14, 2021 @ **7:00 p.m.**

AGENDA

To: Members of the Essex Board of Education
Subject: **Essex Board of Education meeting - Thursday, January 14, 2021**
Time: Board meetings begin promptly at 7:00 p.m.
Place: **Via Google Meet – To listen remotely please dial (US)+1 (617) 675-4444 PIN: 393 642 754 3031#**
(We kindly ask that you **please mute your phone immediately** upon connecting to the meeting as this will improve the audio quality for all participants. Google Meet may do this automatically, depending on the number of people already connected to the call. If so, pressing ***6** will unmute your phone when it's time to speak)

Please contact Jennifer Bryan at Central Office - email jbryan@reg4.k12.ct.us if you are unable to attend.

Mission Statement

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program. We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

1. Call to order 7:00 p.m.

2. Verbal roll call for BOE members

3. Consent agenda. The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.

- 3.1. Minutes from the regular meeting of November 12, 2020 (*encl #1*)
- 3.2. Accounts Payable Report (*encl #2*)

4. Public comment. . (*In the interest of creating the best remote meeting experience for all participating parties, we would ask that you please keep your phone on mute until such time when the Chair calls for Public Comment. Please continue to keep your phone on mute unless you are requesting to be recognized by the Chair to make a comment. Once you have been recognized by the Chair to make your comment, the following standard public comment guidelines will still apply:* **PLEASE NOTE: Upon dialing in, Google Meet may have shared a message that your phone has been automatically muted due to the number of callers on the line and instructed you to press *6 if you would like to unmute your phone. When you are done speaking, please remember to press *6 (or your phone's mute button) again to reduce background noise.**

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters

5. Reports and Other Items:

- 5.1. Superintendent's Report – *B. White*
 - a. District update
 - b. Information and communication
 - c. Sharing of Superintendent's Goals

- 5.2. Finance Office Report –
 - a. Financial Status Updates
 - o Current Year to Date Financial Status Update (*encl #3*)
 - o Cafeteria Fund Update (*encl #4*)
 - o Medical Reserve Tracking (*encl #5*)
 - b. Discussion and possible VOTE to approve the transfer of funds as presented (*encl #6*)

5.3. Principal's Update (as needed) – *J. Tousignant*

5.4. Possible **VOTE** to approve *Memorandum of Agreement between The Chester, Deep River, Essex, Regional School District No. 4, and Supervision Boards of Education, and the Supervision District and the Regional School District No. 4 Education Association as presented (encl #7)*

5.5. Committee Reports (*Chair or designated representative of each Comm.*)

a. Joint PK-12 Committees – Policy – *TBD*, Curriculum – *J. Stack*, Finance – *R. Daniels*

Finance	Policy	Curriculum
TBD	TBD	TBD

b. Supervision District Committee update – *L. Seidman*

c. Other committee reports

c.1 LEARN Committee update – *TBD*

c.2 Discussion regarding any Pending Policies – *standing item*

None pending

6. Public comment - The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters.

7. Future agenda items

7.1. Essex BOE Budget Workshops: January 26; February 11; and March 09, 2021 @ 6:00 p.m.

7.2. Joint BOE regular meeting February 25, 2021 @ 7:00 p.m.

7.3. Essex BOE regular meeting March 11, 2021 @ 7:00 p.m.

8. Adjournment



Regional School District 4

Chester – Deep River – Essex – Region 4

Boards of Education Committees – School Year 2020-21 (Updates in Progress)

Joint BOE Standing Committees (standing committees have regularly scheduled meetings)			
*Joint PK-12 Policy Sub-Committee		R4(Sandmann/Clymas) CH(Bernardoni/Scherber) DR(Maikowski/Campbell) ES (Seidman/McCluskey)	
*Joint PK-12 Curriculum Sub-Comm.		R4(Cavanaugh/Stack) CH(Bibbiani/Fearon) DR(T.Dickson/Grunko) ES(Johnston/Sweet)	
*Joint PK-12 Finance Sub-Committee		R4 (Clark/Daniels; Stack Alt.) CH (Pollock/Englert) DR (Hallden/Lewis) ES (Seidman/Watson)	
Supervision District Committee (2 yr terms end in Nov. of the year listed after each name)		R4 (Sandmann 21 / Cavanaugh 21 / Stack 21) CH (Fearon 21 /Fitzgibbons 21 / Englert 21) DR (Weglarz 21 / Ferretti 21 / Morrissey 21) ES (Fitton 21 /McCluskey 21 / Seidman 21)	
Joint Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
Personnel & Negotiations		<u>Contract duration</u>	<u>Initiate negotiations</u>
- Joint BOE Teacher negotiations	R4 (Daniels/Clymas/Fitton.) CH (TBD/Englert Alt.) DR (Morrissey/Weglarz Alt.) ES (Fitton/Watson)	Expires 7/2022	6/2021
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2023	9/2022
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2021	3/2021
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTEch/ElemCustodians)	R4 (Daniels/Clymas/Fitton) CH (Fitzgibbons, TBD) DR (Campbell/Ferretti Alt.) ES (Fitton/Watson)	Expires 7/2021	3/2021
- Cafeteria (all schools)		Expires 7/2021	3/2021
Public Relations & Community Outreach	R4(TBD/TBD), CH (Bibbiani), ES (Seidman), DR (Wegalarz/TBD)		
Technology	R4(TBD), CH(Englert), ES (Seidman), DR (TBD)		
School Calendar	R4(TBD/Daniels), CH (Englert), ES (McCluskey), DR (Weglarz)		
LEARN Joint BOE representative(s)	R4(TBD; Cavanaugh Alt.), CH(Bernardoni), ES(TBD), DR(TBD)		
School Security Advisory Committee	R4(Fitton/Weglarz/Cavanaugh), CH(Greenberg-Ellis, Bibbiani), DR(Weglarz), ES(Fitton)		
Tuition Committee	R4(TBD), CH (TBD), DR (Morrissey), ES (McCluskey/Seidman Alt.)		
RFP Transportation Bid Review	R4(Clymas/Daniels/Fitton), CH (Englert), DR (Weglarz), ES (Seidman/Fitton)		
RFP Legal Bid Review	R4(Clymas/Daniels/Fitton), CH (Bibbiani), DR (Weglarz), ES (Seidman/Fitton)		
Wellness Committee (Food Services)	R4(TBD), CH (Scherber), DR(Weglarz), ES(TBD)		
Individual BOE Ad Hoc Committees (ad hoc committees meet for a designated period or as needed)			
<u>Chester BOE</u>			
Facilities	Englert		
Internal Marketing	TBD		
PTO	Smith		
CATV Advisory Council (Cable TV)	For Discussion		
<u>Deep River BOE</u>			
Facilities	Morrissey/Ferretti		
PTO	rotating		
School Improvement Team	Weglarz		
CATV Advisory Council (Cable TV)	TBD		
<u>Essex BOE</u>			
Building	Seidman		
PTO	Rotating		
School Improvement Team	TBD		
Essex Foundation	McCluskey / Fitton		
Communications	Rotating		
CATV Advisory Council (Cable TV)	Fitton		
<u>Region 4 BOE</u>			
Personnel & Negotiations		<u>Contract duration</u>	<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses	Clymas/Daniels/Fitton	Expires 7/2021	3/2021
▪ R4 Custodians	ClymasDaniels/Fitton	Expires 7/2021	3/2021
R4 Audit & Finance	TBD/TBD		
R4 Financial Task Force	Sandmann/Clark/Daniels/Clymas		
School Improvement Team	TBD/TBD/TBD		
R4 Grounds and Buildings Maintenance and Oversight Committee	Sandmann/Weglarz/TBD		
R4 Building Committee	TBD/TBD		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clymas/Fitton/Daniels (only 1 rep needed)		
Public Relations & Outreach	TBD		
R4 Safety	TBD		
R4 Facilities Study Committee	TBD		

ESSEX BOARD OF EDUCATION

Welcome to tonight's meeting of the Essex Board of Education. We appreciate your interest and attendance.

WHO WE ARE:

We are fellow residents of Essex, elected by the community to serve 6 years (2 at each biennial election) without compensation.

Loretta McCluskey, Secretary	2023	Cassandra Sweet	2025	Lon Seidman, Chair	2021
Nancy Johnston (appt. to fill vacancy until Nov. '21)	2021	Mark Watson (appt. to fill vacancy until Nov. '21)	2021	DG Fitton, Vice-Chair	2021
	(for term ending 2023)		(for term ending 2025)		

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on the school web site (www.reg4.k12.ct.us).

We are assisted in the meeting by our school administration:

Brian J. White, Superintendent of Schools, Region 4
, Assistant Superintendent

Jennifer Tousignant, Principal
, Finance Director

HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "audiences of citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Board to listen to you, the Board will not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Board to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Board of Education meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

REGULAR MEETINGS:

Our regular meetings are normally held on the second Thursday of every other month, unless there is a conflict with school vacation or a holiday. In addition we participate in meetings of the Joint Board of Education Committee every other month along with the Boards of Education of Chester, Deep River and Region 4. Our agenda is posted a week ahead of time on the bulletin board next to the cafeteria entrance and on the school website at (www.reg4.k12.ct.us).

EXECUTIVE SESSION:

The Board may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

SPECIAL MEETINGS:

Special meetings may be called with 24 hours advanced notice, to discuss specific items. The agenda will be posted on the bulletin board by the cafeteria and the meeting will be limited to those items.

We appreciate your attendance this evening and invite your continued interest on behalf of the children and residents of Essex.

**ESSEX ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
REMOTE MEETING
NOVEMBER 12, 2020 7:00pm**

F.O.I. Compliance – Subject to BOE approval at a future meeting
(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select
“Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

Attendance:	<u>ESSEX BOE</u>		<u>Administration:</u>	<u>Other:</u>
(√ = attended)	Lon Seidman	√	Brian White	√
	Loretta McCluskey	√	Kristina Martineau	√
	Mark Watson	√	Sarah Smalley	√
	Nancy Johnston	√	Kelly Sterner	√
	Cassandra Sweet	√	Jennifer Tousignant	√
	DG Fitton	√		

CALL TO ORDER

The meeting was called to order by Mr. Seidman at 7:00p.m.

ELECTION OF OFFICERS

Mr. White opened the floor for the nominations for the office of chairman.

A motion was made by DG Fitton to nominate Lon Seidman as the Chairman of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

Chairman Seidman opened the floor for the following nominations:

A motion made by Lon Seidman to nominate DG Fitton as the Vice Chair of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

A motion made by DG Fitton to nominate Loretta McCluskey as the Secretary of the Essex Elementary Board of Education. Mark Watson seconded the motion. The motion passed unanimously.

Committee dates will be discussed for future meetings.

CONSENT AGENDA

Upon a motion duly made by DG Fitton seconded by Mark Watson the Essex Board of Education unanimously **VOTED** to approve the Accounts Payable report.

Upon a motion duly made by Loretta McCluskey seconded by Lon Seidman the Essex Board of Education **VOTED** to approve the minutes from the special meeting of September 21, 2020.
Abstentions: DG Fitton

PUBLIC COMMENT

No Comment

REPORTS and OTHER ITEMS:

Superintendent's Report

District Update

Mr. White gave a brief report. Remote learning will continue until November 30, 2020. He recognized teachers and staff for their tireless effort.

Information and Communication

A December 1st special Joint Board of Education meeting has been scheduled. Data for budgets will be discussed. A Supervision District budget workshop will occur December 16th. Kelly Sterner and Kristina Martineau were thanked for their work in the district as they move to other opportunities.

Assistant Superintendent's Report

General Update

Ms. Martineau discussed the survey results which teachers completed for professional development. The focus was the social and emotion wellness of students and how to bring meaningful learning to the students during Covid.

Grants Update

Funding has been received for Covid relief. Ms. Martineau discussed other grant funding received and how these funds will be used.

Presentation of 2018-2019 Performance Profile Report for EES

Ms. Martineau discussed the 2018-2019 Performance Profile Report for EES.

Director of Pupil Services Report

Ms. Smalley did not have a report.

Finance Office Report

Current Year to Date Financial Status Update

Finance Director Kelly Sterner reviewed her board enclosures and answered questions from board members. Trending is as expected. Excess cost funds have not been received but will offset some of the expenses.

Cafeteria Fund Update

The reports were reviewed. A Grab and Go program is being utilized. All food offerings are free. There is a lower participation rate.

Medical Reserve Tracking

Ms. Sterner discussed these trends. The RFP for group medical/prescription and dental services will be received by November 20th.

Update on EAP

Ms. Sterner discussed the cost and services to provide an Employee Assistance Plan. This service will be provided through Anthem Blue Cross Blue Shield.

ADM Calculation Methodology

Ms. Sterner gave an overview of the methodology for the ADM calculation.

Principal's Update

A brief update was given. Ms. Tousignant discussed how things have changed in the school community. The PTO is making things fun for families.

Committee Reports

Finance – Next Meeting is January 27, 2021

Curriculum – Next meeting is January 16, 2021

Policy – Next meeting is January 27, 2021

Supervision District:

The budget is in process.

Other Committee Reports**LEARN Committee Report**

No report. Nancy Johnston will attend the Learn meetings when they reconvene.

Discussion regarding and Pending Policies

None Pending.

PUBLIC COMMENT

No Comment

FUTURE AGENDA ITEMS

7.1 Next Joint BOE Meeting is December 1, 2020 @ 7:00pm

7.2 Next Essex BOE Regular Meeting is January 14, 2021 @ 7:00pm

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:16p.m.

Respectfully Submitted,

Kelley Frazier, Secretary

2020-2021 Budget

BOE ✓

12/23/2020 08:10
9761dpeaREGIONAL SCHOOL DIST # 4
AP CHECK RECONCILIATION REGISTERP
apchkrn 1

FOR CASH ACCOUNT: 3000 1040

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
69459	12/23/2020	PRINTED	002836 AMAZON/SYNCR	3,279.38			
69460	12/23/2020	PRINTED	005835 CITIZENS BANK - HEALTH B	85,260.00			
69461	12/23/2020	PRINTED	002155 CONNECTICUT WATER CO	1,163.82			
69462	12/23/2020	PRINTED	002159 CREC	60.00			
69463	12/23/2020	PRINTED	006771 CT SOLAR LEASE 2, LLC	1,350.75			
69464	12/23/2020	PRINTED	006719 EVERSOURCE	4,188.12			
69465	12/23/2020	PRINTED	005994 FUS & O'NEILL ENVIROSCIE	1,300.00			
69466	12/23/2020	PRINTED	002550 GIROUX LANDSCAPING, LLC	3,520.00			
69467	12/23/2020	PRINTED	002551 R. E. GODWIN & SONS, LLC	10,411.06			
69468	12/23/2020	PRINTED	002506 GRAINGER	386.18			
69469	12/23/2020	PRINTED	008073 INTENSIVE EDUCATION ACADE	11,428.48			
69470	12/23/2020	PRINTED	008138 KAMI	99.00			
69471	12/23/2020	PRINTED	006072 KIDS DISCOVER	132.00			
69472	12/23/2020	PRINTED	005959 LEAF	1,683.81			
69473	12/23/2020	PRINTED	006315 MARTINEZ PAINTING COMPANY	5,310.00			
69474	12/23/2020	PRINTED	008120 MODERN PLASTICS	1,609.50			
69475	12/23/2020	PRINTED	008211 THE POSITIVITY PROJECT	1,495.00			
69476	12/23/2020	PRINTED	002267 SCHOOL SPECIALTY, LLC	43.51			
69477	12/23/2020	PRINTED	002267 SCHOOL SPECIALTY, LLC	587.56			
69478	12/23/2020	PRINTED	007031 THE MATH LEARNING CENTER	4,820.25			
69479	12/23/2020	PRINTED	006259 JENNIFER TOUSIGNANT - PET	162.08			
69480	12/23/2020	PRINTED	002518 TREASURER SUPERVISION DIS	187,850.99			
69481	12/23/2020	PRINTED	002297 W.B.MASON	2,723.96			
23 CHECKS CASH ACCOUNT TOTAL				328,905.45			
							.00

12/09/2020 08:39
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REGIONAL SCHOOL DIST # 4
AP CHECK RECONCILIATION REGISTER

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|apchkrcn

FOR CASH ACCOUNT: 3000

1040

FOR: Uncleared

2020-2021 Budget

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
69424	12/09/2020	PRINTED	002539 ALL WASTE, INC.	783.03			
69425	12/09/2020	PRINTED	002467 ALLSTON SUPPLY CO INC	221.54			
69426	12/09/2020	PRINTED	002467 ALLSTON SUPPLY CO INC	357.35			
69427	12/09/2020	PRINTED	004951 AMERICAN INDUSTRIAL TECHN	305.00			
69428	12/09/2020	PRINTED	002625 APPLE, INC.	936.00			
69429	12/09/2020	PRINTED	008175 BOOK DOG LLC	59.75			
69430	12/09/2020	PRINTED	007356 BOUNCY BANDS	162.89			
69431	12/09/2020	PRINTED	003979 BROOKES PUBLISHING CO.	112.94			
69432	12/09/2020	PRINTED	006099 CONNECTICUT READING ASSOC	25.00			
69433	12/09/2020	PRINTED	002164 DECKER EQUIPMENT	92.92			
69434	12/09/2020	PRINTED	006877 DOGHOUSE PIANOS	160.00			
69435	12/09/2020	PRINTED	004251 E-COMPLETE, LLC	295.95			
69436	12/09/2020	PRINTED	002197 ESSEX HARDWARE CO	104.42			
69437	12/09/2020	PRINTED	006719 EVERSOURCE	41.56			
69438	12/09/2020	PRINTED	006678 FRONTIER	95.73			
69439	12/09/2020	PRINTED	002550 GIROUX LANDSCAPING, LLC	1,350.00			
69440	12/09/2020	PRINTED	006008 IXL LEARNING	140.00			
69441	12/09/2020	PRINTED	003858 MECHANICAL & PUMP SERVICE	751.50			
69442	12/09/2020	PRINTED	005713 NEW ENGLAND INDUSTRIAL SU	580.26			
69443	12/09/2020	PRINTED	005749 NCS PEARSON, INC	930.28			
69444	12/09/2020	PRINTED	002411 PITNEY BOWES INC	153.42			
69445	12/09/2020	PRINTED	008152 RAPID RESPONSE PPE	3,920.40			
69446	12/09/2020	PRINTED	008193 REHABMART, LLC	168.48			
69447	12/09/2020	PRINTED	002264 SCHOOL HEALTH CORPORATION	91.38			
69448	12/09/2020	PRINTED	002267 SCHOOL SPECIALTY	344.40			
69449	12/09/2020	PRINTED	006544 SHORELINE READING, INC.	14,318.23			
69450	12/09/2020	PRINTED	006542 THE FOUNDATION SCHOOL	7,600.00			
69451	12/09/2020	PRINTED	005776 THERMOMEDICS, LLC	2,996.00			
69452	12/09/2020	PRINTED	002436 TREASURER REGIONAL SCHOOL	1,683.97			
69453	12/09/2020	PRINTED	002518 TREASURER SUPERVISION DIS	87.41			
69454	12/09/2020	PRINTED	006886 TUMBLEWEED PRESS INC.	575.28			
69455	12/09/2020	PRINTED	007910 TYPING AGENT	752.10			
69456	12/09/2020	PRINTED	002699 MARIA VALENCIA	35.99			
69457	12/09/2020	PRINTED	002297 W.B.MASON	125.28			
69458	12/09/2020	PRINTED	002587 WALTHAM SERVICES, INC	99.00			
35 CHECKS CASH ACCOUNT TOTAL				40,457.46			
							.00


 11/23/2020 09:27
 9781dpea

 REGIONAL SCHOOL DIST # 4
 AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000

1040

FOR: Uncleared

CHECK # CHECK DATE TYPE VENDOR NAME

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
69401	11/24/2020	PRINTED	003061 A-DEC COMMUNICATIONS, LLC	1,864.00			
69402	11/24/2020	PRINTED	002082 ADMINISTRATOR, UNEMPLOYME	18.75			
69403	11/24/2020	PRINTED	002467 ALLSTON SUPPLY CO INC	386.45			
69404	11/24/2020	PRINTED	002836 AMAZON/SYNCE	1,004.44			
69405	11/24/2020	PRINTED	002302 BEARD LUMBER	55.96			
69406	11/24/2020	PRINTED	005835 CITIZENS BANK - HEALTH B	85,260.00			
69407	11/24/2020	PRINTED	002159 CREC	90.00			
69408	11/24/2020	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	1,854.00			
69409	11/24/2020	PRINTED	002197 ESSEX HARDWARE CO	17.69			
69410	11/24/2020	PRINTED	006719 EVERSOURCE	3,249.79			
69411	11/24/2020	PRINTED	002506 GRAINGER	38.35			
69412	11/24/2020	PRINTED	007095 THE GRANITE GROUP	30,945.08			
69413	11/24/2020	PRINTED	008073 INTENSIVE EDUCATION ACADE	11,839.02			
69414	11/24/2020	PRINTED	007281 MACK FIRE PROTECTION, LLC	874.18			
69415	11/24/2020	PRINTED	003794 PRO-ED	339.90			
69416	11/24/2020	PRINTED	008152 RAPID RESPONSE PPE	3,657.35			
69417	11/24/2020	PRINTED	007900 RIVERSIDE INSIGHTS	823.90			
69418	11/24/2020	PRINTED	002267 SCHOOL SPECIALTY	298.64			
69419	11/24/2020	PRINTED	006624 SOUTHERN CONNECTICUT GAS	2,618.06			
69420	11/24/2020	PRINTED	002436 TREASURER REGIONAL SCHOOL	1,771.38			
69421	11/24/2020	PRINTED	002518 TREASURER SUPERVISION DIS	187,763.58			
69422	11/24/2020	PRINTED	002699 MARIA VALENCIA	99.00			
69423	11/24/2020	PRINTED	002297 W.B.MASON	1,515.37			
23 CHECKS CASH ACCOUNT TOTAL				336,384.89	.00		



CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
69365	11/12/2020	PRINTED	005794 ADAMS HOMETOWN MARKETS	48.71			
69366	11/12/2020	PRINTED	002082 ADMINISTRATOR, UNEMPLOYME	937.42			
69367	11/12/2020	PRINTED	002539 ALL WASTE, INC.	783.03			
69368	11/12/2020	PRINTED	002467 ALLSTON SUPPLY CO INC	6,845.66			
69369	11/12/2020	PRINTED	008178 AMERICAN DENTAL ACCESSORI	281.13			
69370	11/12/2020	PRINTED	007007 CHARLES SCHWAB BANK-FBO T	71,670.00			
69371	11/12/2020	PRINTED	002167 SAGE PUBLISHING	60.46			
69372	11/12/2020	PRINTED	002159 CREC	3,350.00			
69373	11/12/2020	PRINTED	006771 CT SOLAR LEASE 2, LLC	1,805.25			
69374	11/12/2020	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	9,585.50			
69375	11/12/2020	PRINTED	002164 DECKER EQUIPMENT	13,838.17			
69376	11/12/2020	PRINTED	006877 DOGHOUSE PIANOS	320.00			
69377	11/12/2020	PRINTED	002197 ESSEX HARDWARE CO	7.99			
69378	11/12/2020	PRINTED	002197 ESSEX HARDWARE CO	139.43			
69379	11/12/2020	PRINTED	002628 ESSEX, TOWN OF	10,750.00			
69380	11/12/2020	PRINTED	006719 EVERSOURCE	40.57			
69381	11/12/2020	PRINTED	006678 FRONTIER	95.73			
69382	11/12/2020	PRINTED	005994 FUSS & O'NEILL ENVIROSCIE	2,500.00			
69383	11/12/2020	PRINTED	002550 GIROUX LANDSCAPING, LLC	284.18			
69384	11/12/2020	PRINTED	003488 GLOBAL EQUIPMENT CO. INC.	7,337.50			
69385	11/12/2020	PRINTED	002506 GRAINGER	156.53			
69386	11/12/2020	PRINTED	005959 LEAF	1,683.81			
69387	11/12/2020	PRINTED	002373 MATHCOUNTS FOUNDATION	210.00			
69388	11/12/2020	PRINTED	003671 DEBORAH MINOR	25.00			
69389	11/12/2020	PRINTED	008120 MODERN PLASTICS	2,264.50			
69390	11/12/2020	PRINTED	006590 OTC BRANDS, INC.	59.94			
69391	11/12/2020	PRINTED	003794 PRO-ED	56.10			
69392	11/12/2020	PRINTED	006544 SHORELINE READING, INC.	4,865.22			
69393	11/12/2020	PRINTED	005171 TCI - ORDER DEPARTMENT	193.00			
69394	11/12/2020	PRINTED	006542 THE FOUNDATION SCHOOL	15,200.00			
69395	11/12/2020	PRINTED	005776 THERMOMEDICS, LLC	445.00			
69396	11/12/2020	PRINTED	002436 TREASURER REGIONAL SCHOOL	8,106.90			
69397	11/12/2020	PRINTED	002518 TREASURER SUPERVISION DIS	449.64			
69398	11/12/2020	PRINTED	007631 TUTTEO INC.	260.00			
69399	11/12/2020	PRINTED	002297 W.B.MASON	880.39			
69400	11/12/2020	PRINTED	002587 WALTHAM SERVICES, INC	431.00			
36 CHECKS CASH ACCOUNT TOTAL				165,967.76			
							.00

Essex Board of Education
FY 2020-2021 Year-to-Date Report as of December 30, 2020

[illegible]

Essex Board of Education
FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance	
OBJECT 300 - PURCHASED & TECHNICAL SERVICES:									
5322		Professional Development Programs	7,000	-	7,000	-	-	7,000	
5330		Other Professional Services							
		Sound Equipment Services	850	-	850	-	-	850	
		Special Education	24,800	-	24,800	13,080	11,400	320	
		Health	1,175	-	1,175	-	-	1,175	
		Physical Therapy	18,669	-	18,669	-	18,669	-	
		Testing & Therapy	10,000	-	10,000	-	-	10,000	
		Other Services	31,500	-	31,500	16,974	13,776	750	
5398		Supervision District Professional Services	64,463	-	64,463	37,603	26,860	-	
TOTAL PURCHASED & TECHNICAL SERVICES			158,457	-	158,457	67,658	70,704	20,095	
OBJECT 400 - PURCHASED PROPERTY SERVICES:									
5411		Water	9,100	-	9,100	2,825	6,275	-	
5412		Electricity	70,000	-	70,000	20,616	49,384	-	
5430		Repairs & Maintenance							
		Art	300	-	300	-	-	300	
		Music	1,950	-	1,950	1,001	945	4	
		Computer Education	9,000	-	9,000	1,604		7,396	
		Special Education	3,850	-	3,850	3,350	-	500	
		Health	85	-	85	75		10	
		Audio/Visual	500	-	500	-		500	
		Contracts	800	-	800	763		37	
		Plant Operations Repairs	211,950	-	211,950	63,563	147,034	1,353	(A)
		Security	540	-	540	-		540	
		Cafeteria	3,000	-	3,000	-		3,000	
5440		Leases	111,505	-	111,505	11,916	99,019	570	
5498		Supervision District Purchased Services	7,755	-	7,755	4,524	3,231	-	
TOTAL PURCHASED PROPERTY SERVICES			430,335	-	430,335	110,235	305,890	14,210	

Essex Board of Education
FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance	
OBJECT 500 - OTHER PURCHASED SERVICES:									
5511		Out-of-District Transportation	106,839	-	106,839	18,912	81,451	6,477	
5515		Field Trips & School Events	2,498	-	2,498	-	-	2,498	
5520		Comprehensive Insurance	25,485	-	25,485	8,580	16,905	-	
5530		Communications	6,828	-	6,828	1,027	5,173	628	
5540		Advertising	200	-	200	-	-	200	
5561		In State Tuition	208,553	-	208,553	99,671	131,911	(23,030)	
55611		Excess Cost Reimbursement	(48,000)	-	(48,000)	-	-	(48,000)	
5580		Travel & Conferences	9,500	-	9,500	3,488	-	6,012	
5598		Supervision District Other Purchased Services	268,561	-	268,561	156,661	111,900	-	
TOTAL OTHER PURCHASED SERVICES			580,464	-	580,464	288,339	347,340	(55,214)	
OBJECT 600 - SUPPLIES:									
5610		General Supplies							
		Computer Education	7,000	-	7,000	1,153	-	5,847	
		Health	1,400	-	1,400	604	4	792	
		Office Supplies	10,000	-	10,000	20,582	154	(10,736)	(A)
		TOTAL GENERAL SUPPLIES	18,400	-	18,400	22,338	158	(4,096)	
5611		Instructional Supplies							
		Art	5,400	-	5,400	4,993	398	9	
		Language Arts	7,092	-	7,092	5,318	94	1,680	
		Foreign Language (FLES)	480	-	480	-	-	480	
		Kindergarten	1,172	-	1,172	882	-	290	
		Mathematics	4,606	-	4,606	3,104	-	1,502	
		Music	1,116	-	1,116	2,725	-	(1,609)	(A)
		Physical Education	500	-	500	498	-	2	
		Reading	2,157	-	2,157	2,081	-	76	
		Science	4,000	-	4,000	675	-	3,325	
		Social Studies	3,000	-	3,000	1,223	-	1,777	
		Testing	2,955	-	2,955	2,263	-	692	
		Enrichment Projects	3,688	-	3,688	-	-	3,688	
		Special Education	1,731	-	1,731	566	187	978	
		Library	492	-	492	487	-	5	
		Audio Visual	7,113	-	7,113	3,677	-	3,436	
		TOTAL INSTRUCTIONAL SUPPLIES	45,502	-	45,502	28,491	679	16,332	
5613		Operations Maintenance Supplies	19,000	-	19,000	5,014	13,486	500	
5624		Heating Fuel Natuara Gas	34,000	-	34,000	5,618	28,382	-	
5626		Gasoline	50	-	50	20	-	30	
5629		General Instructional Supplies	19,594	-	19,594	8,948	10,348	298	

FY 2020-2021 Year-to-Date Report as of December 30, 2020

Object		Description	2020-2021 Original Budget	2020-2021 Transfers	2020-2021 Revised Budget	2020-2021 Actual Expense YTD	2020-2021 Encumbrances	2020-2021 Available Balance	
5641		Instructional Materials							
		Language Arts	1,554	-	1,554	182	-	1,373	
		Foreign Language (FLES)	328	-	328	135	-	193	
		Kindergarten	957	-	957	927	-	30	
		Mathematics	6,100	-	6,100	6,045	-	55	
		Music	3,031	-	3,031	2,893	-	138	
		Reading	11,300	-	11,300	11,293	-	7	
		Science	4,000	-	4,000	333	-	3,667	
		Social Studies	500	-	500	-		500	
		Computer Education Software	7,253	-	7,253	1,596		5,657	
		Study Skills Program	1,678	-	1,678	-		1,678	
		Enrichment Projects	1,750	-	1,750	387		1,363	
		Special Education	5,300	-	5,300	2,366	100	2,834	
		Guidance	920	-	920	60	-	860	
		Library	6,640	-	6,640	6,634	-	6	
		TOTAL INSTRUCTIONAL MATERIALS	51,311	-	51,311	32,850	100	18,361	
5698		Supervision District Supplies	28,561	-	28,561	16,661	11,900	-	
TOTAL SUPPLIES			216,418	-	216,418	119,939	65,054	31,424	
OBJECT 700 - PROPERTY:									
5730		Equipment	3,170	-	3,170	1,138	-	2,032	
TOTAL PROPERTY			3,170	-	3,170	1,138	-	2,032	
OBJECT 800 - OTHER OBJECTS:									
5810		Dues & Fees							
		Board of Education	3,000	-	3,000	2,777		223	
		School Dues & Fees	689	-	689	545	69	75	
		TOTAL DUES & FEES	3,689	-	3,689	3,322		298	
5898		Supervision District Dues & Fees	1,525	-	1,525	890	635	-	
TOTAL OTHER OBJECTS			5,214	-	5,214	4,212	704	298	
		TOTAL	7,708,433	-	7,708,433	3,723,650	3,731,333	253,450	
(A) - includes COVID related expenditures that will be moved to CRF grant in fund #3210									

Essex 2020-2021

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free	327	327	46	42	42								784
Eligible - Reduced	0	0	16	16	16								48
Eligible - Full Pay	0	0	245	251	250								746
Total Enrollment	327	327	307	309	308	0	0	0	0	0	0	0	1,578
Breakfast - Free meals served	760	398	109	412	670								2,349
Breakfast - Reduced meals served	0	0	0	0	0								0
Breakfast - Full Pay meals served	0	0	0	0	0								0
Lunch - Free meals served	760	398	345	1,732	902								4,137
Lunch- Reduced meals served	0	0	0	0	0								0
Lunch - Full Pay meals served	0	0	0	0	0								0
object	1,520	796	454	2,144	1,572	0	0	0	0	0	0	0	6,486
4090 Miscellaneous Income	\$ -	\$ -	\$ 17	\$ -	\$ -								\$ 17
4160 Caf� Lunch Cash Sales	\$ (26)	\$ 64	\$ 1,065	\$ 248	\$ 30								\$ 1,381
4360 State & Fed Grants - Claims breakfast	\$ 1,436	\$ 752	\$ 206	\$ 779	\$ 1,266								\$ 4,440
4360 State & Fed Grants - Claims lunch	\$ 2,668	\$ 1,397	\$ 1,211	\$ 6,079	\$ 3,166								\$ 14,521
4360 State & Fed Grants - 6 Cent	\$ 53	\$ 28	\$ 24	\$ 121	\$ 63								\$ 290
4360 State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
4360 State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
4360 State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
4361 USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
4890 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Total Revenue	\$ 4,131	\$ 2,241	\$ 2,523	\$ 7,227	\$ 4,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,648
5111 Administrator Salary													\$ -
5114 Secretary Salary													\$ -
5118 Food Service Salary													\$ -
5124 Sub SectyA Caf�													\$ -
5138 OT Cafeteria Salary													\$ -
Total Salaries	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5210 Health Insurance													\$ -
5214 Life Insurance													\$ -
5222 MERF													\$ -
5223 Fica/Medicare													\$ -
Total Benefits	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Salary & Benefit Cost	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5430 Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
5600 All - Supplies / Energy	\$ -	\$ -	\$ 341	\$ 981	\$ 768								\$ 2,090
5601 USDA Donations	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
5610 General Supplies	\$ 2,360	\$ 1,665	\$ 1,006	\$ 3,844	\$ 1,760								\$ 10,636
5800 All - Other Misc. Expense	\$ 77	\$ -	\$ 2	\$ 394	\$ 68								\$ 540
5890 Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Total Product Cost	\$ 2,437	\$ 1,665	\$ 1,349	\$ 5,219	\$ 2,596	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,266
Total Product, Salary & Benefit Costs	\$ 2,437	\$ 1,665	\$ 1,349	\$ 5,219	\$ 2,596	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,266
Profit (Loss)	\$ 1,695	\$ 576	\$ 1,174	\$ 2,008	\$ 1,930	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,382
Operating Days	22	17	20	21	17								75
Lunch Participation	10.6%	7.2%	5.6%	26.7%	17.2%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.5%
Breakfast Participation	10.6%	7.2%	1.8%	6.3%	12.8%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2.0%
Meals Product Cost	\$ 1.60	\$ 2.09	\$ 2.97	\$ 2.43	\$ 1.65	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Labor/M meal	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
unpaid lunch balances - monthly value	\$ 1.60	\$ 2.09	\$ 2.97	\$ 2.43	\$ 1.65	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
lunch account balances- monthly value			\$ (337)	\$ (312)									
Month End Checking Account Balance	\$ 669	\$ 12,353	\$ 15,925	\$ 17,669	\$ 14,252								

Region 4

Medical Reserve Tracking

2020-2021

Expenses	July	August	Sept.	October	Nov.	Dec.	January	February	March	April	May	June	Total
First Week	66,826	86,057	67,443	95,622	80,670	88,607							485,224
2nd Week	322,925	218,030	143,857	242,838	123,158	137,495							1,188,303
3rd Week	74,341	74,247	80,233	39,791	93,929	104,250							466,792
4th Week	32,710	94,033	119,007	76,994	77,797								400,541
5th week		26,420			75,953								102,373
H S A Payments	220,490	29,429	47,279	33,405	30,855	16,188							377,646
Medicare Supp.	9,186		12,538	14,179	9,076								44,979
Miscellaneous exp	1,527	10,000		10,000				10,000			10,000		41,527
Total Expenses	717,292	528,216	470,356	512,830	491,439	346,540	-	-	-	-	-	-	3,066,673
Monthly Revenue	July	August	Sept.	October	Nov.	Dec.	January	February	March	April	May	June	Total
Supv Dist.	103,364	103,364	103,364	103,364	103,364	103,364	103,370	103,371	103,372	103,373	103,374	103,375	1,240,419
Reg 4	329,834	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405	2,952,289
Chest. BOE	76,790	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	631,279
Deep River BOE	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	54,392	652,704
Essex BOE	118,784	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	85,260	1,056,644
First Pay EE	679	51,794	62,380	62,314	61,417	61,786	67,600	67,600	67,600	67,600	67,600	67,600	643,590
Second Pay EE					60,935	62,909	67,600	67,600	67,600	67,600	67,600	67,600	654,388
TRB	12,274			14,474									26,748
Retirees	58,363	19,741	23,169	40,124	32,533	30,784							204,713
Other Rev.													-
Total Revenue	754,480	558,551	676,153	718,285	693,695								8,062,774
Net Rev/Exp/Month	37,189	30,335	205,796	205,455	202,255	(346,540)	-	-	-	-	-	-	
Self Insured cash balance at month end	\$ 1,115,568	\$ 1,003,654	\$ 1,250,117	\$ 1,455,662									
													Revenue
													Expenses
													Net Position
													8,062,774
													3,066,673
													4,996,101

Health Savings Account Policy

CGS 10-183 (T) requires that retired/certified employees be given the opportunity to purchase the Health insurance of the last employing BOE at the group rate.

This document is a working projection of medical revenue and expenses as a tool for projecting the District's fiscal position.

TO				FROM			
Account #	Object	Description	Amount	Account #	Object	Description	Amount
312705	5561	OOD TUITION	\$ 106,451	311231	5113	ESSEX CLASSROOM TEACHER	\$76,451
				311151	5123	ESSEX SUB TEACHER SALARY	\$30,000
		Total	\$ 106,451			Total	\$106,451

Transfer to increase OOD Tuition cost

MEMORANDUM OF AGREEMENT

BETWEEN

**THE CHESTER, DEEP RIVER, ESSEX, REGIONAL SCHOOL DISTRICT
NO. 4 AND SUPERVISION DISTRICT
AND
REGIONAL SCHOOL DISTRICT NO. 4 EDUCATION ASSOCIATION**

The Chester, Deep River, Essex, Regional School District No. 4, and Supervision Boards of Education, and the Supervision District (collectively, the "Boards") and the Regional School District No. 4 Education Association (the "Association") hereby enter into the following Memorandum of Agreement (the "MOA") regarding remote work due to school closures, hybrid work week models, and/or other such work arrangements related to COVID-19 working conditions for the July 1, 2020 – June 30, 2021 work year:


1. The parties understand and acknowledge that, during the 2020-2021 work year, the schools may be closed in whole or in part for an unknown period of time, and during a period in which school otherwise would have been in session, for reasons related to COVID-19, and that such closure(s) may be directed by the Board and/or the Superintendent, or by an authority outside the District.
2. The parties understand and acknowledge that, during the 2020-2021 work year, the Board may require various work arrangements including working in-school, working remotely from an alternate location and/or hybrid work weeks providing both in-person and remote learning and/or other work arrangements for reasons related to COVID-19, and that such work arrangements may be directed by the Board and/or the Superintendent, or by an authority outside the District.
3. In the event of remote work due to school closures, a hybrid work week model, and/or other such work arrangements during the 2020-2021 work year, each member of the bargaining unit shall, if so directed by the Superintendent and/or his/her designee(s) (the "Administration"), perform work as described in this Memorandum of Agreement and with the parties' collective bargaining agreement.
4. Bargaining unit members working in classrooms shall be provided a work space that is no less than six (6) feet away from the first row of students.

5. One disposable surgical mask per bargaining unit members shall be provided to bargaining unit members daily unless bargaining unit members will provide their own masks as outlined below. Additional personal protective equipment as available through the supply chain ("PPE") (N95/KN95 masks, face shields, gloves, gowns, etc.) shall be available for high-risk bargaining unit members, bargaining unit members assigned to special programs, and where six (6) feet of social distancing between students and the bargaining unit member cannot be achieved. Bargaining unit members must wear a mask at all times while at work except when alone in their room at his or her work station or in a designated areas for mask break. Bargaining unit members may provide their own mask in lieu of the District-provided mask (there may be no neck gaiters or masks with valves and there must be at least two layers covering the nose and mouth).
6. Classrooms shall be equipped with appropriate cleaning materials and hand sanitizers. Bargaining unit members may not bring in their own cleaners. Bargaining unit members may use their own hand sanitizers; however, a bargaining unit member shall not share his or her hand sanitizers with students. Bargaining unit members shall be required upon leaving a classroom to clean bargaining unit member workstation touch points.
7. Unless otherwise required by law, Executive Order or regulation, meetings (open house, parent teacher conferences, and full staff meetings) shall be conducted remotely. This provision shall not preclude smaller group meetings. In such instances, appropriate social distancing measures shall be applied, however, a bargaining unit member may opt to remote into such meetings as well.
8. The work-day shall be defined by the collective bargaining agreement. During a hybrid teaching model, bargaining unit members shall be required to attend school in-person four (4) days a week. On the fifth (5th) day, bargaining unit members shall work remotely. There may be limited access to school buildings if desired on the fifth (5th) day and with prior approval of the building principal unless closed due to law, regulation, Executive Order or due to public health concerns.
9. At John Winthrop Middle School and Valley Regional High School, the teachers will follow an A/B Day block schedule on Mondays, Tuesdays, Thursdays, and Fridays with a "skinny" day schedule on Wednesdays. Each teacher shall have one (1) individual preparation period per day equal in length to the student class period.

10. Indoor and outdoor spaces shall be provided solely for the use of bargaining unit members during their lunch and preparation periods. Bargaining unit members may be required to supervise student lunch in their classrooms or in the cafeteria, depending upon assignment. Such supervision shall not occur during the fully remote model.
11. Bargaining unit members may be required to cover in-person classroom supervision in the event other bargaining unit members are unavailable for in-person duty, but able to work remotely.
12. A bargaining unit member working from a remote location shall be available to students and parents through existing District platforms including but not limited to email, google classroom or phone. In no event are they required to use personal cell phones or other personal electronic devices.
13. Should bargaining unit members or students need assistance with technological issues after making reasonable efforts to mitigate the concern, they should contact the district Information Technology personnel.
14. Regardless of model of instruction, synchronous and live-streaming shall be defined as time when students and/or teachers are interacting remotely (including but not limited to group activities, collaboration, direct instruction, social skills, and team building) during an instructional block. Bargaining unit members shall be required to provide daily synchronous/live-streaming instructional sessions of at least fifty percent (50%) of each course offered and/or instructional block/period and remain available for students throughout the entire instructional block/period. These sessions will be recorded by the bargaining unit member and made available to students in that class.
15. During remote work due to fully remote, hybrid work week, and/or other such work arrangements, if the Administration determines that a bargaining unit member does not have teaching responsibilities that can be accomplished via an electronic platform, those bargaining unit members shall be required to engage in student support, specific job-related responsibilities, coverage in accordance with the CT State Department of Education "certification flexibilities," and/or professional development activities as set forth by the Board of Education.

16. Should a student demonstrate a pattern of absenteeism and/or a pattern of failure to complete assigned work for distance learning, the hybrid teaching model, and/or other such work arrangements, bargaining unit members shall first communicate via an email to parents regarding the lack of participation, follow up with a phone call, and if the problem persists, then report same to the Administration.
17. In the event a bargaining unit member requires absence from work responsibilities during fully remote, during the hybrid-teaching model, and/or during other such work arrangements, the bargaining unit member shall report such absences through normal means and the contractual requirements and restrictions relating to such absences will apply. The bargaining unit member shall be responsible for informing parents of the absence, to the extent possible, via a post on the relevant electronic platform or an out-of-office reply and supply lesson plans for substitute teachers.
18. Bargaining unit members may volunteer to pack and bag materials from students' desks, cubbies, or lockers in the event students are unable to accomplish same. In the event there are insufficient volunteers, all efforts shall be made to make other arrangement.
19. Instructional-related and leadership positions shall be paid in accordance with the parties' collective bargaining agreement. Should the Board determine to fill coaching and /or extracurricular positions, such positions shall also be paid in accordance with the collective bargaining agreement. If any such sport or activity is shortened, such positions shall be compensated on a pro-rated basis.
20. All provisions of the collective bargaining agreement between the Board and the Association shall remain in effect except to the extent such provisions have been modified by this Agreement.
21. Notwithstanding the foregoing, the Board and the Association agree that they may revisit the terms of this Memorandum of Agreement in the future if circumstances related to COVID-19 and/or its impact on the District change or otherwise evolve following the execution of this Agreement by both parties.
22. This Memorandum of Agreement shall not be used as precedent or cited as practice by either the Board or the Association in any proceeding whatsoever except to enforce the terms of this Agreement.


23. This Agreement shall terminate either upon the full reopening of schools for regular classes or June 30, 2021, whichever is earlier. In the event circumstances warrant returning to remote work due to school closures, hybrid work week models, and/or other such work arrangements related to COVID-19 working conditions for the July 1, 2020 – June 30, 2021, this agreement shall resume until June 30, 2021.



For the Chester, Deep River, Essex,
Regional School District No. 4
Boards of Education and Supervision
District

Date

08/21/20



For the Region No. 4 Education
Association

Date

8/28/20