

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF EDUCATION MEETING  
CHESTER ELEMENTARY SCHOOL  
JANUARY 23, 2014**

The regular meeting of the Chester Board of Education was held on Thursday, January 23, 2014. In attendance were Rodney Alston, Arthur Henick, Ashley Marsh, David Fitzgibbons and Wendy King. Also in attendance were Dr. Ruth Levy, Superintendent, Dr. Joanne Beekley, Assistant Superintendent, Michael Barile, Principal, Mr. Garth Sawyer, Business Manager and Kelley Frazier, Clerk. Absent: Rob Bibbiani

**CALL TO ORDER**

Ms. King called the meeting to order at 7:02pm.

**CONSENT AGENDA**

David Fitzgibbons moved to approve the minutes from the November 25, 2013 meeting and the Accounts Payable report. Rodney Alston seconded the motion which carried by a unanimous vote.

**STUDENT REPORT**

Mr. Barile introduced Amelia Whitney and Sophia Malli who gave a brief update of the activities in the school for the past month. Ms. King and the Board thanked the students for coming.

**PUBLIC COMMENT**

None

**OTHER ITEMS:**

**REPORTS:**

**Financial Status Report – Mr. Garth Sawyer**

Mr. Sawyer gave a brief update on the financial status of Chester Elementary School. The budget is expected to end the year with a surplus. We will keep the Board informed of any developments that may arise.

**Cafeteria Report – Mr. Garth Sawyer**

Mr. Sawyer noted that the cafeteria is selling the same amount of meals even though we have fewer students in the school.

Ms. King asked board members to verify the listing of committee assignments. Mr. Fitzgibbons noted that LEARN should be contacted to add Mr. Bibbiani as the LEARN representative from the Chester Board of Education. Ms. King noted that we do not have a representative for the Finance Committee. She asked any member who is available to attend the next meeting on January 27<sup>th</sup>, to please do so. Policy and Curriculum will also be meeting on January 27<sup>th</sup>.

## **COMMITTEE REPORTS**

### **Finance**

No Update.

### **Policy and Curriculum**

No Update.

### **Supervision District**

The budget is being worked on. One addition to the budget is a Technology Trainer. Ms. King noted that Chester's share of the Supervision District budget is decreasing for this year.

### **Principal's Update**

Mr. Barile noted that he is beginning to conduct conferences with teachers to discuss their goals. He said that Smart goals and Professional Goals are showing positive trends for students. The kids are engaging in performance tasks in writing, reading and math in both fifth and sixth grade. We have had positive communication with parents as to how to engage kids at home with their learning at school. Teachers are discussing how they want to grow professionally and are sharing their new learning with their colleagues, parents and students. Professional Development is focusing on how to deliver the Common Core State Standards.

## **ASSISTANT SUPERINTENDENT'S REPORT – J. Beekley**

### **Review district/school Performance Report**

Dr. Beekley discussed the School Performance Results. We are a progressing school. Dr. Beekley noted that students have performed at a very high level. The increase in student performance speaks highly of the leadership and team working at the school.

## **SUPERINTENDENT'S REPORT - R. Levy**

### **District Update**

Dr. Levy said that all schools are working on their budgets. We have used our two snowflake days, but we are still on target for school ending on time. Last evening we had a wonderful time at a community dinner and discussion on strategic development. Suggestions were given as to how to better support the needs of our students. This provides guidance for moving forward in our district.

### **New BOE Member Workshop January 29<sup>th</sup> from 6:00pm until 8:00pm at Central Office**

This is for new Board members. This will cover the functions of Central Office. Please let Dr. Levy's office know if you are able to attend.

## **INFORMATION AND COMMUNICATION**

### **Presentation of Major Budget Drivers 2014-15**

Dr. Levy presented a high level view of the budget drives for Chester Elementary School. Dr. Levy discussed our enrollment projections and the major considerations for the budget. This will be developed more as the process goes forward. The Transitional Kindergarten Program will be discussed at the Joint Board Meeting.

### **Discussion and Possible VOTE re: State Communication on Minimum Budget Requirement (MBR)**

Because Chester is part of a very unique school district, Dr. Levy has requested that our attorneys interpret the Minimum Budget Requirement. We notified the State that we will comply to move the money by the end of the budget year. This will be contingent based on the guidance of our attorneys. A Town Meeting is required to move this money. The Board discussed how this money is appropriated. This is a complicated issue.

## **PUBLIC COMMENT**

Julie Divis discussed her son's experience at the school. She noted that he is making great progress. She has received good communication from teachers and the Administration. Ms. King noted that there is more technology in place to follow the students.

## **EXECUTIVE SESSION**

On motion duly made and seconded, the Board unanimously **VOTED** to move into Executive Session at 8:20pm to discuss a personnel matter. The motion passed unanimously. Dr. Levy was asked to attend the Executive Session.

The Board Moved out of Executive Session at 8:45pm.

## **ADJOURNMENT**

On a motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:45p.m.

Respectfully Submitted,

Kelley Frazier, Board Clerk

## **FUTURE AGENDA ITEMS**

- 9.1BOE and Community Input for 2014-15 budget (on-going)
- 9.2Joint BOE next Regular Meeting Feb 27, 2014 @700pm (JWMS)
- 9.3Essex BOE 2014-15 Budget Workshops-Jan 30, Feb 23, Mar 4 @6:00pm
- 9.4Essex BOE next Regular Meeting Mar 13, 2014 @7:00pm
- 9.5BOE Self-Evaluation(TBD)