ESSEX ELEMENTARY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
EES MEDIA CENTER
THURSDAY, JANUARY 11, 2024 6:00pm

F.O.I. Compliance – Subject to BOE approval at a future meeting

CALL TO ORDER
Vice Chair Mr. Watson called the meeting to order at 6:00pm.

VERBAL ROLL CALL FOR BOE MEMBERS

Attendance:	**Essex BOE**	**Administration:**
	Mark Watson	Brian White
	Nancy Johnston	Sarah Brzozowy
	Kristen Pillon	David Kitzman
	Marjorie Russell	Bob Grissom
	Lon Seidman (6:25 Arrival)	
	Absent: Cassandra Sweet	
	Other attendees: Kelley Frazier, Clerk	

CONSENT AGENDA
Upon a motion duly made and seconded the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of November 9, 2023 and the Special Meeting of December 5, 2023 and the Accounts Payable report as written.

PUBLIC COMMENT
No Comment.

Superintendent's Report
District Update – Information and Communication
A plan is being worked on for the John Winthrop Middle School mold issue. Work is being done on the budget for next year.

Assistant Superintendent's Report
General Update
Ms. Brzozowy gave a brief update. Teachers and staff are excited to have Mr. Kitzman at their school. The Write to Read curriculum is being reviewed. The school received a transitional waiver for this program. The literacy coaches are reviewing multiple programs during the scheduled Professional Development. Budget impact will be discussed during the budget workshops. Grants will help with funding.

Financial Status Updates
Current Year to Date Financial Status Update
This report is through December. All financial obligations are expected to be met. The committed budget is 96%. There are no anticipated financial concerns at this time. Trends are as expected.

Cafeteria Fund Update
Mr. Grissom reported on the cafeteria fund. There have been 14,278 meals served. There is a participation rate of approximately 50%. We are breaking even for the cafeteria fund and maintaining the three month reserve.

Medical Reserve Tracking
The fund is tracking as expected. Claims are slightly higher than usual. The reserve balance was discussed with the Insurance Consultant. This will continue to be monitored.

Grants Update
No update.

PRINCIPAL'S REPORT- D. Kitzman
Mr. Kitzman gave a brief update. Assessments are being done through January. Teachers are analyzing data. Assemblies are taking place for the whole school. Professional development will be taking place on Tuesday.

Other Items
None

Committee Reports
Curriculum
Three courses were discussed for the High School. Graduation requirements were also discussed.

Finance
The Medical Insurance Reserve fund was discussed. Budget and audit was also discussed. Transportation was reviewed.

Policy
No Update.

Supervision District Committee Updates
The budget is being worked on. All Boards should try to attend the Board of Finance meeting on Tuesday. Communication to the public is important.

Other Committee Reports
LEARN Committee Update
No Update.

Discussion Regarding any Pending Policy for all BOE's
No policies to approve.

PUBLIC COMMENT
No Comments.

FUTURE AGENDA ITEMS
Join BOE Meeting February 22, 2024 @ 6:30pm at Valley Regional High School

EES BOE Budget Workshops Jan 22, Feb 8, March 11 (as needed)2024 @6:00pm @ EES Media Center
Regular Essex BOE Meeting Thursday, March 14, 2024 at 6:00pm @ EES Media Center

ADJOURNMENT
On motion duly made and seconded the Region 4 Board of Education unanimously **VOTED** to adjourn at 6:25p.m.

Respectfully Submitted,

Kelley Frazier Clerk