

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF EDUCATION MEETING
ESSEX ELEMENTARY SCHOOL BOARD OF EDUCATION
November 10, 2016**

The regular meeting of the Essex Board of Education was held on Thursday, November 10, 2016. Lon Seidman, DG Fitton, Loretta McCluskey, Mark Watson and Adam Conrad (7:42pm arrival). Also in attendance were Kristina Martineau, Assistant Superintendent, Jennifer Tousignant, Principal, Jennifer Nucci, Assistant Principal and Kelley Frazier, Clerk. Absent: Carolyn Rotella

CALL TO ORDER

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

ELECTION OF OFFICERS

Dr. Levy opened the floor for the nominations for the office of chairman.

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

Special Committees:

Upon a motion made by DG Fitton and seconded by Mark Watson the Essex Board of Education agreed to have members continue on the committees they are currently on.

STUDENT REPORT

Ben Rankin, Riley Burch and Siena Schaller discussed the Agent of Change, the Anti Bullying Rally and the Look for the Good project which was presented to students this fall at Essex Elementary.

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 September 8, 2016 and the Accounts Payable report.

PUBLIC COMMENT

No Comment.

OTHER ITEMS:

Community and Board Input on 2017-18 Budget

We have less students than projected. Discussion was held regarding the major budget drivers. Mr. Sawyer discussed health insurance, capital items, staffing and materials which are included in the projected budget. He also discussed possible reductions in expenses. There was also a discussion regarding the possibility of getting a generator for the school. This will continue to be reviewed.

Principal's Update

Ms. Tousignant gave a brief update. Curriculum Night was well attended. The Harvest Festival was enjoyed by all those who attended. We have had two Cultural Arts events. In October students learned about fire safety during the Fire Prevention week. Our first Book Fair occurred in October. The solar panels are up and running on the school. Teachers will be incorporating this into their curriculum. Tomorrow we have our Veteran's Day program. The Trimester ends on December 2nd. The Winter Concert is November 30th.

REPORTS:

Financial Status Report – Mr. Garth Sawyer

Mr. Sawyer gave a brief update on the financial status for Essex Elementary School. The state excess cost reimbursement is going down because the per pupil cost is going up quicker than anticipated. Currently the budget is projecting a surplus based on staffing changes and lower unemployment costs. We will remain vigilant of any unforeseen circumstances and we will keep the Board informed of any developments as they arise.

Cafeteria Report – Mr. Sawyer

Mr. Sawyer gave an update on the status of the cafeteria budget. There is an increase in food costs. Average daily sales are slightly down from last year. Options to enhance the lunch program is being researched.

Committee Reports

Finance will be held on November 29, 2016.

Curriculum will be held on November 14, 2016.

Policy will be held on January 27, 2017.

OTHER COMMITTEE REPORTS

Supervision District Committee Update

No update.

LEARN

No Update.

Assistant Superintendent's Report

Ms. Martineau discussed the K-5 math pilot. Teachers have asked that we use Bridges which is a good fit in all three schools. The proposed Math Consultant will work on implementing this program.

SUPERINTENDENT'S REPORT

District Update – Information and Communication

The Lego Robotics and Mock Trial teams are very successful at the middle school. These programs enhance education for our students. Every year there are two students who are honored by the Superintendent with the Superintendent's award. Dr. Levy commended Seniors Mitch Conrad and Maggie Walsh for their success in our school community.

Discussion Regarding Any Pending Policies – Standing Item

No Policies to discuss.

Review Proposed District Calendars for 2017-18 and 2018-19

There was a discussion on the calendar. It was suggested that the calendar be put on the Google Calendar. There are many things legislated in the region calendar. This year Election Day was legislated as a day off for students but a professional day for teachers.

Discussion Regarding Supervision District Services Payment

Allocations in Supervision District were discussed in detail. Declining enrollment is a factor. Changes to our current billing was discussed. The time needed to implement a new system and procedures would need to be a factor. An additional audit would also need to occur. The burden would be great. What would the cost be if there were no Supervision District? Mr. Sawyer will research this. The Essex Board of Education unanimously agreed that they are not in favor of changing this process.

PUBLIC COMMENT

No Comment.

FUTURE AGENDA ITEMS

- 9.1 Next Joint BOE meeting is December 1, 2016
- 9.2 Next Essex BOE next regular meeting January 12, 2017 at 7:00pm.
- 9.3 BOE and Community Input for 2017-18 budget (on-going)
- 9.4 Presentation of Major budget drivers for 2018-19(TBD)
- 9.5 BOE Self-evaluation (TBD)

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:40 p.m.

Respectfully Submitted,

Kelley Frazier, Secretary