

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE  
December 01, 2016 MEETING  
Joint Board of Education Committee**

**October 06, 2016**

A regular meeting of the Joint Board of Education Committee was held on Thursday, October 06, 2016 in the John Winthrop Middle School Library, with the following Board Members present:

**CHESTER BOARD OF EDUCATION:**

David Fitzgibbons, Arthur Henick, Robert Bibbiani, Charlene Fearon, John Stack, John Ropiak, Maria Scherber, Becky Iselin, Tom Englert

**DEEP RIVER BOARD OF EDUCATION:**

Michelle Grow, Miriam Morrissey, Nelle Andrews, Hadley Kornacki, Paula Weglarz, Tracy Dickson, Tatria Ciaglo

**ESSEX BOARD OF EDUCATION:**

Lon Seidman, Adam Conrad, DG Fitton, Carolyn Rotella

**REGION 4 BOARD OF EDUCATION:**

Chris Riley, Jennifer Clark, Mario Gioco, Susan Hollister, Lori Ann Clymas, Elaine Fitzgibbons, Jane Cavanaugh, Leigh Rankin,

Also in attendance: Dr. Ruth Levy, Superintendent; Kristina Martineau, Assistant Superintendent; Garth Sawyer, Business Manager & Jennifer Bryan, Board Clerk.

Audience of Citizens: 3

**CALL TO ORDER**

Supervision District Committee Chair Chris Riley called the meeting to order at 7:25 p.m.

The Chairs of the Chester, Deep River, Essex, and Region 4 Boards of Education called their respective Boards to order at 7:25 p.m.

**CONSENT AGENDA**

On motion duly made and seconded, the Chester (8 Yes, 1 Abstained - Rob Bibbiani = motion passed), Deep River (6 Yes, 1 abstained - Paula Weglarz = motion passed), Essex (unanimous), and Region 4 (8 Yes, 1 abstained - Mario Gioco = motion passed) Boards of Education VOTED to approve the consent agenda consisting of the minutes of the June 02, 2016 regular meeting of the Joint Board.

**PUBLIC COMMENT** – no comments were made

**OTHER ITEMS** – The Board moved into Executive Session at 7:28 p.m. to review the key provisions of the proposed administrator contract for 2017-2020. The Board invited Dr. Levy, Mrs. Martineau, Mr. Sawyer and Attorney Kevin Roy to stay for the executive session.

The Board moved out of Executive Session at 7:36 p.m.

On motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards unanimously VOTED to ratify the Agreement between the Chester, Deep River, Essex, Region 4 Boards of Education, Regional No. 4 Supervision District Committee and the Regional School District No. 4 Administrators association for July 1, 2017 through June 30, 2020.

Supervisor of Pupil Services Tyson Stoddard, gave the Boards a presentation on the Celebrate Learning program held over the summer. This was also the third year of a grant through the Workforce Alliance which allows our Transition Academy students to work out in the community earning competitive wages.

Peter Foxen discussed some of the Celebrate Learning course offerings and presented a brief program sharing some of the highlights of the summer. All classes focused on strengthening math and language skills. The parent and student survey elicited very positive feedback re: class offerings, instructors, and the focus of the curriculum, as well as the Mon.-Thurs. morning schedule. Many students reported that they really liked meeting new kids and teachers.

Chairman Riley thanked them both for the great success of the program to date. He asked if there was anything they would like the Boards to discuss during budget considerations for supporting or even growing the program. Mr. Stoddard responded that more support may be needed to possibly provide more transportation options for future years. Also, they have been fortunate thus far with grants from the Workforce Alliance, however that may not always be the case. Additionally they are always looking to add in more arts and cultural opportunities for the students. Dr. Levy commended the program.

Dr. Levy began a discussion of Cafeteria Services by saying that each board had already individually discussed cafeteria deficits, and the financial struggles of cafeterias in general. Tonight's conversation will just be the beginning of a process aimed at working to make the cafeterias more financially successful. Business Manager Garth Sawyer and Director of Food Services Thomas Peterlik gave the Boards a presentation on the current status of the cafeterias and possible future directions to explore, including the possibility of raising prices. Mr. Sawyer distributed information he gathered during a survey of other business managers around the state to see how they are currently running their cafeterias. Mr. Peterlik said that one of the first questions the Board will need to determine the answer to is whether or not the cafeterias are a business or a service to the community, because the answer to that will guide future decisions. He reported that both schools in Region 4 (JWMS and VRHS) served more meals with fewer students in the last year. Federal guidelines are tough to get around but there are some options that can be discussed.

The administration reported that they had recently visited the high school cafeteria in Madison. The high school there has withdrawn from the National School Lunch Program and as a result is able to serve bigger portions of food with no restrictions on salt, fat, etc... but at a higher average cost to the students. Everything is served ala carte and they are hoping to break even, but don't expect to make a profit.

There was a discussion regarding other factors that figure in as well, such as the time allotted to students for lunch, and the access to lunches. These type of factors will be considered as part of the previously mentioned VRHS evaluation of scheduling options.

It was noted that you have to have money to make money and the Madison district is a much larger school system, so economy of scale is in their favor. Any changes determined for the future may be piloted in Region 4 cafeterias first. Dr. Levy said that she would be making a recommendation for any major changes proposed for next year during the upcoming 2017-18 budget deliberations. However some cafeterias may be moving forward with small steps throughout the year to determine their effectiveness.

## **REPORTS**

### Financial Status Update

Mr. Sawyer gave a brief, high level financial update for each district. More detail will be given at the individual board meetings in January. He is currently going through audits for all the districts for last year. All districts are starting off the current year in good shape.

### Superintendent's Report

Dr. Levy presented the proposed calendar of BOE meetings for January - December of 2017.

On motion duly made and seconded, the Chester, Deep River, Essex and Region 4 Boards of Education unanimously VOTED to approve the proposed Calendar of BOE meetings for Jan. - Dec. 2017 as presented.

Dr. Levy announced that the Five Year Strategic Planning process will begin with the first Planning Committee meeting scheduled for 9:00 a.m. - 3:00 p.m. on November 9th. Dr. Levy also asked the boards to read and prepare to discuss the agenda enclosure article "*Coherence Making*" as part of an all BOE workshop on Strategic Planning being held on the evening of November 9th from 6-7 p.m. at JWMS.

She mentioned that the Supervision District had a first look at the proposed school calendars for 2017-18 and 2018-19 and noted that there is very little leeway in scheduling due to the statutory requirement to adhere to the Uniform Calendar guidelines. However, each Board will review the calendars at their individual meetings and they can share any thoughts with their Supervision District Committee Representatives who will be voting on the calendars at the December Supervision District Committee meeting.

### Committee Reports

Joint BOE Policy Committee Chair Leigh Rankin reported that the Committee met on September 26th and reviewed several policies including a few old policies that needed review based on their last approval date. She presented the following policy for a Second Reading and VOTE:

#5118 Resident/Non-Resident Attendance (Tuition)

There was a brief discussion.

On motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards unanimously VOTED to approve Policy #5118 Resident/Non-Resident Attendance as presented.

Ms. Rankin also presented the following policies for a First Reading and possible VOTE:

#6141.321 Internet/Computer Network Use

#4215 Non-Certified Supervision and Evaluation

On motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards unanimously VOTED to approve Policy #6141.321 as presented.

On motion duly made and seconded, the Chester, Deep River, Essex, and Region 4 Boards unanimously VOTED to approve Policy #4215 as presented.

Joint BOE Curriculum Committee Chair, David Fitzgibbons reported that they met on September 26th, 2016 and received an update on the K-5 math resources that are being considered for future use. Also, teacher Jonathan Corbett presented an overview of the Next Generation Science Standards, and Valley teacher Donald Perreault proposed two new social studies courses.

Joint BOE Finance Committee - Garth Sawyer reported that they met on October 4th and discussed the self-insurance medical insurance fund. Last year they did have to use about \$900,000 of reserve funds to cover excess claims. The Committee will be meeting next with the health insurance consultant to review the status of the current year and to discuss considerations for next year in order to help determine next year's rates.

The Committee also discussed a procurement card or Pcard system and will be determining if it may be right for the district, and if so, what controls would need to be in place. Mr. Sawyer also reported that LEARN has started a collaboration of superintendents and business managers to work at sharing or containing costs, such as ride sharing for outplacements. For example we are currently spending approximately \$40,000 for outplacement transport, and that cost could be cut in half, if ride-sharing could be facilitated.

## Assistant Superintendent's Report

Assistant Superintendent Martineau gave an update on Professional Development and Curriculum. She will give a future presentation to the boards about the Next Generation Science Standards. David Fitzgibbons mentioned that he would like to see more curriculum presentations to the Boards to help round out members' understanding of all of these components.

Mrs. Martineau reported that there will be a Professional Development day on Monday, October 10th. Some of the topics for that day include: Grades K-5 teachers working on the math resource pilot; Sixth grade teachers working on laying the groundwork with 7th & 8th to collaborate more closely in instructional matters; and high school faculty working on the upcoming NEASC visit.

**PUBLIC COMMENTS:** No comments were made

### **FUTURE AGENDA ITEMS**

- Next Regular Joint BOE Meeting, December 01, 2016 @ 7:00 p.m.

### **ADJOURNMENT:**

On Motion duly made and seconded, the Deep River, Essex, and Region 4 Boards of Education unanimously VOTED to adjourn 8:40 p.m.

**\* The Chester Board of Education stayed in Session for the following business:**

- Discussion and Possible VOTE to accept a donation of \$250 from the Deep River, Chester Lion's Club to be used to support students and their families in need of school-related items or emergency support.

On motion duly made and seconded, the Chester Board unanimously VOTED to accept the donation of \$250 from the Deep River, Chester Lion's Club to be used to support students and their families in need of school-related items or emergency support.

On motion duly made and seconded, the Chester Board of Education unanimously VOTED to adjourn at 8:41 p.m.

Respectfully Submitted,

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Jennifer Bryan, Clerk