

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE
December 05, 2019 MEETING
REGIONAL SUPERVISION DISTRICT COMMITTEE**

October 03, 2019

A regular meeting of the Regional Supervision District Committee was held on Thursday, October 03, 2019 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	David Fitzgibbons, Charlene Fearon, John Stack
DEEP RIVER BOARD OF EDUCATION:	Paula Weglarz, Miriam Morrissey, Bob Ferretti
ESSEX BOARD OF EDUCATION:	Lon Seidman, Loretta McCluskey
REGION 4 BOARD OF EDUCATION:	Mario Gioco, Jennifer Clark (arrived 6:36 p.m.)

Also in attendance: Brian J. White, Superintendent; Dr. Kristina Martineau, Assistant Superintendent; Kim Allen, Business Manager; Sarah Smalley, Director of Pupil Services, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: 6

CALL TO ORDER

Committee Chair Lon Seidman called the meeting to order at 6:30 p.m.

CONSENT AGENDA

The minutes of the regular meeting of August 26, 2019 were pulled out of the consent agenda for a recommended revision and separate vote.

On motion duly made and seconded the Committee VOTED (8 Yes / 0 No / 1 abstention – M. Gioco = PASSED) to accept the Accounts Payable Report.

On motion duly made and seconded the Committee VOTED (7 Yes / 0 No / 2 abstentions – P. Weglarz, M. Morrissey = PASSED) to approve the minutes from the regular meeting of August 26, 2019 with the following language to be added: *“On motion duly made and seconded, the Committee unanimously VOTED to move into Executive Session at ~8:45 p.m. for the purposes of discussing the Superintendent’s evaluation. The Committee moved out of Executive Session at ~9:15 p.m. On motion duly made and seconded, the Committee unanimously VOTED to adjourn at ~9:15 p.m.”*

PUBLIC COMMENT – No comments were made

REPORTS AND COMMUNICATION

Superintendent White commended his High School administration, Troop F, and his Central Office staff for their response to the reported threat yesterday at Valley Regional High School. Everyone worked together and Troop F was able to determine there was no immediate threat prior to the start of school that day.

Superintendent White shared the proposed Calendar of BOE meetings for Jan. – Dec. 2020 and noted the main proposed changes from past years was the change in venue for Budget Workshops, which will now be held at the home schools for each elementary budget, and the JWMS Library for Region 4 and Supervision District workshops. This will better accommodate the public and facilitate better communication with the community. He also noted a proposal to move the time of the Joint BOE Curriculum Committee meetings to 9:00 a.m. in consideration of the teachers who are asked to attend and make presentations to the Committee. Action on the calendar will not be taken until the Joint BOE meeting later in the evening. Paula Weglarz voiced her concern over holding the Joint BOE Curriculum Committee meetings at that time of day due to work commitments for some of the BOE members who currently serve on the Committee.

Superintendent White also reported that the Joint BOE ad hoc Calendar Committee will be convened soon to review possible revisions to the 2020-21 School Year Calendar, based on feedback he has received from teachers, PTO presidents, and parents.

Annie Glaude of First Student provided the Committee with a Beginning-of-Year Transportation report. Superintendent White thanked her for reaching out to administration at the start of the year and for being responsive to any communication or feedback she has received.

Assistant Superintendent Dr. Martineau's report was put on hold until the Joint BOE meeting later in the evening.

Director of Pupil Services Sarah Smalley's report was put on hold until the Joint BOE meeting later in the evening.

Business Manager Kim Allen reviewed the highlights of the Supervision District Budget Status Report.

Mrs. Allen presented recommended budget transfers for the year-end (2018-19). These transfers were being revisited from the August 26th meeting, as the Committee requested more detail on the heating history for Central Office and for diesel fuel oil costs district wide. Mrs. Allen provided a handout with this detail (see attached).

On motion duly made and seconded, the Committee VOTED (8 Yes / 1 No – M. Gioco / 1 abstention – M. Morrissey = PASSED) to approve the year-end Supervision District budget transfers for 2018-19 as recommended (see attached).

Individual BOE reports

Chester – Board Chair David Fitzgibbons reported that Chester Elementary had a great start of the school year.

Deep River – Board Chair Paula Weglarz reported that Deep River Elementary started the year with 234 students. The STEAM Museum will visit the school tomorrow. Over the summer the town completed an energy efficiency project in the Elementary School.

Essex – Board Chair Lon Seidman reported that Essex Elementary had a good start to the school year. There was a larger number of kindergartners, than anticipated, who enrolled. The Board added an additional section of Kindergarten before the start of the year to accommodate the larger number. Over the summer the school experienced some unexpected alarm panel problems which were quickly rectified. The Board's investment in a math consultant seems to be paying off.

Region 4 – Board Chair Jennifer Clark reported that the first International Baccalaureate classes started at Valley to wonderful reviews. The Board continues to review their recent and distant financial past. This effort will continue, with input from all three towns.

PUBLIC COMMENT – no comments were made

FUTURE AGENDA ITEMS

- Supervision District Budget Workshop I – December 03, 2019 @ 6:00 p.m. in JWMS library (change of venue)
- Next regular Supervision District Committee meeting – December 05, 2019 @ 6:30 p.m. in JWMS library
- Rotation of Supervision District Chair and election of officers (*Dec.*)

ADJOURNMENT:

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 6:55 p.m.

Respectfully Submitted,

Jennifer Bryan, Clerk

HEATING HISTORY FOR SUPERVISION (CENTRAL OFFICE)				
	19/20	18/19	17/18	16/17
Budgeted	5,400	6,500	7,505	7,505
Expended		9,053	30,729	4,698
Surplus/Deficit		(2,553)	(23,224)	2,807
Gallons Used		3,142.70	2,632.60	2,592.10
Price per Gallon		\$2.799 - \$2.899	\$2.629 - \$2.589	\$2.039 - \$1.999

Notes

- 1) Central Office uses propane for heating (Suburban Propane)
- 2) Price changes every December
- 3) Not able to lock into set price. Continue to try.
- 4) Liquidation occurs when we do not meet our contracted number of gallons of oil.
- 5) Expended figures include any liquidated surpluses.

DIESEL FUEL OIL (DISTRICT-WIDE)				
	19/20	18/19	17/18	16/17
Budgeted	85,000	82,000	82,000	81,600
Expended		85,549	74,458	73,866
Surplus/Deficit		(3,549)	7,542	7,734
Contracted Gallons	32,000	36,500	36,500	36,500
Gallons Used		35,134	36,389	33,216
Liquidated		1,366	111	3,284
Price per Gallon	\$2.30	\$2.37	\$3.07	\$2.04

Notes

- 1) East River had contract for 16/17 & 17/18 fiscal years.
- 2) Dime Oil had contract for 18/19 (went through bid process)
- 3) Dime Oil has contract for 19/20

REGIONAL SCHOOL DISTRICT No. 4

CHESTER • DEEP RIVER • ESSEX

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Kim Allen
Business Manager
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To: Brian White, Superintendent
From: Kim Allen, Business Manager
Date:
Re: Recommended Supervision Budget Transfers – Year-End 2018-2019

I would like to make the following recommendations to the Board for 2017-2018 budget transfers. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

Object 100:	Salaries	Decrease	\$48,026
Object 200:	Fringe Benefits		
Object 300:	Purchased Services	Increase	\$48,026
Object 400:	Rentals & Repairs		
Object 500:	Other Outside Services	Decrease	\$5,843
Object 600:	Supplies	Increase	\$5,843
Object 700:	Equipment		
Object 800:	Other Miscellaneous		
Object 900:	Debt/Transfers		

Total Transfers \$0