



**Regional School District #4**  
**Chester – Deep River – Essex – Region 4**  
**Joint Board of Education Sub-Committee Meeting**

**Committee:** Joint BOE Finance Committee

**Date:** Wednesday, April 19, 2023 • 12:00 PM – 1:00 PM

**Location:** Google Meet (Remote)

**Attendance:**

Ken Rice (Chester)		Betsy Scholfield (Deep River)		Lon Seidman (Essex)	
VACANT (Chester)		Nick Rioux (Deep River)	X	Mark Watson (Essex)	X
Jennifer Clark (Region 4)	X	Rick Daniels (Region 4)	X	Lol Fearon (Region 4)	X
John Stack (R4 Treasurer)		Bob Grissom (Finance Dir.)	X		

X – In Attendance

Blank – Did not attend

**Items/Discussion:**

- Chairman Daniels called the meeting to order at 12:00 PM, followed by a verbal roll call
- Mr. Grissom led a discussion around non-resident tuition and Preschool tuition rates for the current year and future years. It was understood that the Joint Tuition Committee will be meeting prior to the end of the 2022-23 school year to develop a proposal to the Boards of Education for rates for 2023-24. The Finance Committee reached consensus that the current rates appeared reasonable for 2023-24, and would not recommend a change to the Tuition Committee. The Finance Committee would like the Tuition Committee to discuss and consider options for employee discounts.
- Mr. Grissom shared a handout listing the current Substitute Pay Rates in effect for the district's various employment groups for the 2022-2023 school year. The Committee discussed each of the rates shown. The Committee agreed that the Sub Teacher rates should be increased from \$100-\$125/day to \$125-\$150/day, depending on experience and qualifications, for the 2023-24 year. This proposal was originally presented by the Administration during the 2023-24 budget development process, with overall Board support. The Committee also agreed that the sub groups currently at minimum wage, Sub Paras and Sub Food Service Workers, should increase to \$15.00/hour once the CT minimum wage increases on June 1, 2023, and for all of 2023-24. It was the Committee's recommendation to increase the Sub Secretary rate, currently set at \$15.00/hour, to maintain a differential between our minimum wage groups and that group. There was no recommendation to change rates for Sub Nurses or Sub Custodians at this time. The Committee agreed that a solution going forward would be to tie the annual sub rate increases to the annual GWI increases for the most closely related bargaining group.
- Mr. Grissom shared a handout of a DRAFT Cafeteria Reserve Account Policy. This policy was developed to be in accordance with state and federal regulations and the National School Lunch Program. This Policy will be presented to the Joint BOE Policy Committee for further review. The Committee had no recommended changes to the DRAFT Policy as presented.
- Mr. Grissom shared a status update on the districts' cafeteria equipment upgrade process, noting all capital requests have been submitted to the Food Service Director and we have at least a single quote for each request. The Director is in the process of obtaining additional quotes as required by the NSLP and federal procurement

process. These items will be purchased using excess funds in the Cafeteria Reserve Accounts, which have increased over the past 3-4 years due to the State and Federal free meal funding programs.

- Mr. Grissom shared with the Committee the status of the recent Region 4 / John Winthrop Middle School Cafeteria Program State Administrative Review. This was completed in March with minimal findings, and our Food Service Director has responded to all of the findings as required by the State. The Food Service Director has committed to implementing process improvements at all schools based on the State's findings at JWMS. It's expected that the elementary school cafeterias will go through an Administrative Review next year.
- Mr. Grissom shared a handout showing the current cafeteria meal prices for each of our schools, as well as a comparison to neighboring districts. Mr. Grissom also shared a recent update he received that the current iteration of the CT State budget for next year omitted the continuation of free meals for students. Based on the discussion within the group, the Committee determined that the current prices appear reasonable and they would not make a recommendation to the Boards to change these for the 2023-24 school year.
- Mr. Grissom led a brief discussion on the status of operational initiatives taking place throughout the District. Mr. Fearon suggested that in the next Region 4 Buildings & Grounds Maintenance & Oversight Committee Meeting, the Administration should remind the group and public of the many steps being taken to better care for and fund our buildings, facilities, fields, and grounds.
- There was no Public Comment
- The meeting was adjourned by Mr. Daniels at 1:02 PM

#### **Next Regularly Scheduled Meeting:**

- None

# 2022 - 2023 Approved Tuition Fee Structure

## **High School - \$16,500/yr.** – (2nd and subsequent children at VRHS would equal \$15,500/yr.)

(Plus fees for International Baccalaureate (IB), Advanced Placement (AP), & Virtual High School (VHS) as applicable)

- IB Diploma Programme – Responsible for additional program and testing fees
- AP – Responsible for additional testing fees
- VHS – \$500 per course where available
- Sports - Fees dependent on CIAC regulations
- \$1,000/yr. discount on subsequent students from the same family
- Discount offered for all children of active military parent(s) – 80% of stated rates

## **Middle School - \$15,500/yr.** – (2nd and subsequent children at JWMS would equal \$14,500/yr.)

- \$1,000/yr. discount on subsequent students from the same family
- Discount offered for all children of active military parent(s) – 80% of stated rates

## **Elementary Schools - \$13,500/yr.** – (subsequent students from same family discounts as listed below)

- \$13,500/yr. 1st Child
- \$13,000/yr. 2nd Child
- \$12,500/yr. 3rd Child
- \$12,000/yr. 4th and Subsequent Children
- Discount offered for all children of active military parent(s) – 80% of stated rates

# Preschool & PreK Supporting Information

PreK Comparison to Neighboring Districts	Tuition	Universal / Lottery
Clinton	Sliding scale	Lottery
Cromwell	Sliding scale	Lottery
East Lyme	\$1,910 / year	Lottery
Madison	\$7,320 / year	Lottery
Old Saybrook	None	Universal
Region 17 (Haddam-Killingworth)	\$1,500 / year	Lottery
Region 18 (Lyme/Old Lyme)	None	Universal
Westbrook	None	Universal

# The Schools of Chester, Deep River, Essex, and Regional School District No. 4

**Substitute Pay Rates as of: 8/1/2022**

<b>TEACHER Subs</b>	
Certified Teachers	Depending on experience and length of time \$100 - \$125 / day
Non Certified	\$100 / day (must have at least a BA degree)
Long-Term Sub Teacher: After 40 consecutive days in the same assignment	On 41st day - BA Step 1 of current contract no benefits
Long-Term Sub Teacher: After 90 consecutive days in the same assignment	On 91st day - Rate based on Degree & Years exp as per current contract with benefits
Long-Term Sub Teacher: Full Year	Rate based on Degree & Years exp as per current contract with benefits
<b>OTHER Subs</b>	
Para	\$14.00 / hr (equal to minimum wage)
Nurse	All Qualified Substitute Nurses = \$26.00 / hr  Previously employed Nurse - The rate at which the Nurse was last paid as a permanent employee.
Custodian	Varies per Union group and experience
Secretary	Non Secretary - \$15.00 / hr  Previously employed Secretary - The rate at which the secretary was last paid as a permanent employee.
Cafeteria	\$14.00 / hr (equal to minimum wage)

## Non-Instructional Operations

### Non-Lapsing Education Fund

#### (Reserve Fund for Nonprofit School Food Service Accounts and Cafeteria Meal Programs)

Sections [7 CFR 210.14 \(a\)](#) of the National School Lunch Program (NSLP) regulations and [7 CFR 220.13\(i\)](#) of the School Breakfast Program (SBP) regulations require School Food Authorities (SFAs) to establish a Nonprofit School Food Service Account (NSFSA). The NSFSA is the restricted account in which all the revenue from all food service operations conducted by the SFA, principally for the benefit of school children, is retained and used only for the operation or improvement of the nonprofit school food service.

The following policy will govern the Reserve Fund for Nonprofit School Food Service Accounts and Cafeteria Meal Programs:

1. The school food authority shall limit its net cash resources (NCR) to an amount that does not exceed 3 months average expenditures for its nonprofit school food service or such other amount as may be approved by the State agency in accordance with [§ 210.19\(a\)](#). “Net cash resources” means all monies, as determined in accordance with the state agency’s established accounting system that are available to or have accrued to a SFA’s nonprofit school food service at any given time, less cash payable. Such monies may include, but are not limited to, cash on hand, cash receivable, earnings on investments, cash on deposit and the value of stocks, bonds, or other negotiable securities.
2. The school food authority shall meet the requirements of the State agency for compliance with [§ 210.19\(a\)](#) including any separation of records of nonprofit school food service from records of any other food service which may be operated by the school food authority.
3. To document compliance with the NCR requirement, SFAs must submit the annual Financial Report for School Nutrition Programs in the Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System). SFAs that exceed three months’ average expenditures must submit a Plan to Reduce Excess Operating Balance to the CSDE to indicate how the excess balance will be spent to maintain the SFA’s nonprofit status. Expenditures must make improvements to the school nutrition programs such as improving food quality and replacing or purchasing necessary equipment.
4. This fund cannot be used to subsidize the cost of unpaid student paid meal charges or adult meals.
5. Interest and investment earnings received with respect to amounts held in the Cafeteria Reserve Fund shall be credited to the Cafeteria Reserve Fund. The Cafeteria

Reserve Fund shall be a separate, non-lapsing account and such funds shall be held in a separate account from operating funds.

6. This policy shall be reviewed by a committee of the Region 4 Board at least once every five years. Said committee shall include Town officials from each member town.

Legal Reference:

Code of Federal Regulations:

Section [7 CFR 210.14\(a\)](#) of the NSLP regulations

Section [7 CFR 210.14\(b\)](#) of the NSLP regulations

Section [7 CFR 210.19\(a\)\(1\)](#) of the NSLP regulations

Sections [7 CFR 220.13\(i\)](#) of the SBP regulations

Policy adopted: TBD

CHESTER BOARD OF EDUCATION  
DEEP RIVER BOARD OF EDUCATION  
ESSEX BOARD OF EDUCATION  
REGION 4 BOARD OF EDUCATION

## The Schools of Chester, Deep River, Essex, and Regional School District No. 4

### Food Service Meal Price Comparisons for FY2022-2023

Town	Breakfast	Lunch	Milk	Adult	Neighboring Towns		Breakfast	Lunch	Milk	Adult	Food Service
Chester	\$1.25	\$3.00	\$0.50	\$4.50	Old Saybrook	Elem	\$2.00	\$3.25	\$0.65		self op
Deep River	\$1.25	\$3.00	\$0.50	\$4.50		Mid	\$2.25	\$3.50			
Essex	\$1.25	\$3.00	\$0.50	\$4.50		High	\$2.75	\$3.75			
JWMS	\$1.25	\$3.25	\$0.50	\$4.50							
VRHS	\$1.25	\$3.50	\$0.50	\$4.50	Clinton	Elem	\$2.00	\$3.50			self op
						Mid	\$ -	\$3.50			
						High	\$ -	\$3.50			
					East Haddam	Elem	\$1.75	\$3.25	\$0.50	\$4.50	
						Mid	\$1.75	\$3.50			
						High	\$1.75	\$3.75			
					East Hampton**	Elem	\$2.00	\$3.50	\$0.50		self op
						Mid	\$2.25	\$3.75			**Pending
						High	\$2.25	\$4.00			BOE approval**
								\$4.50	salads		
					Madison	Elem		\$3.75	\$0.50		Chartwells
						Brown		\$4.00			NSLP - no
						Polson	\$3.00	4.00-5.50			
						DHHS	\$3.00	4.00-5.50			
					East Lyme**	Elem	\$1.75	\$2.75			**keeping pricing the
						Mid	\$2.00	\$3.25			same from 19/20.
						High	\$2.25	\$3.50			Using excess funds
											to offset any price increase
					Durham	Elem	\$2.00	\$3.50	\$0.50		
						Mid	2.50-3.25	\$3.50			
						High	2.50-3.25	\$3.50			
					Colchester	Elem	\$1.80	\$3.00	\$0.65		
						Mid	\$1.80	\$3.00			
						High	\$2.15	\$3.30			