



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

**CHESTER BOARD OF EDUCATION**

Please note: Meeting is being held on MONDAY, Nov. 25<sup>th</sup> due to a holiday conflict on Thurs.

**AGENDA**

Date: Nov 20, 2013

To: Members of the Chester Board of Education  
Subject: **Board of Education meeting on MONDAY, November 25, 2013**  
Time: Board meetings begin promptly at **7:00 p.m.**  
Place: Library, Chester Elementary School

Please contact Jennifer Bryan at Central Office via email [jbryan@reg4.k12.ct.us](mailto:jbryan@reg4.k12.ct.us) if you are unable to attend.

Mission Statement

We, the schools of Chester, Deep River, Essex, and Region 4, engage all students in a rigorous, challenging, and cohesive educational program. As a community of learners, we foster individual student achievement and empower students to excel in an environment of collaboration, responsibility, and mutual respect. We prepare our students to be knowledgeable, involved citizens in a rapidly changing world.

1. **Call to order.** 7:00 p.m. – Superintendent, Ruth Levy
2. **Election of Officers** for 1 yr. terms – Supt. Levy shall open the floor for nominations for the office of Chairman  
  
The newly elected Chair shall open the floor for nominations for the following offices:  
Vice-Chairman  
Secretary  
Committee Appointments (Supv. Dist. Comm. / All Standing / All Ad Hoc Committees as needed)
3. **Consent agenda.** The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.
  - 3.1. Minutes from the regular meeting of September 26, 2013 (*enclosure #1*)
  - 3.2. Accounts Payable report (*enclosure #2*)
4. **Student Report** – General update by CES students
5. **Public comment.** The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters.
6. **Other items**
  - 6.1 none needed

## 7. Reports

### 7.1 Financial Status Report – (*G. Sawyer*)

- a. Financial Status and Cafeteria Updates (*enclosure #3*)

### 7.2 Committee reports. (BOE chair)

- a. Joint PK-12 Committees

| <b>Finance</b>                                   | <b>Curriculum</b>            | <b>Policy</b>                |
|--------------------------------------------------|------------------------------|------------------------------|
| Sept. 24, 2013<br>Re-set to Oct 23 <sup>rd</sup> | Oct. 15, 2013                | Oct. 15, 2013                |
| Nov. 26, 2013<br>Cancelled                       | Nov. 19, 2013<br>Cancelled   | Nov. 19, 2013<br>Cancelled   |
| Jan 27, 2014<br>Set on Mon.                      | Jan. 21, 2014                | Jan. 21, 2014                |
| Mar. 25, 2014                                    | Mar. 17, 2014<br>Set on Mon. | Mar. 17, 2014<br>Set on Mon. |
| No May Mtg.                                      | May 20, 2014                 | May 20, 2014                 |
| Sept. 30, 2014                                   | Sept. 16, 2014               | Sept. 16, 2014               |
| Nov. 25, 2014                                    | Nov. 18, 2014                | Nov. 18, 2014                |

- b. Supervision District Committee Update – *W. King, L. Rubinow,*

- c. Other committee reports

### 7.3 Principal's report. (*M. Barile*)

- a. General update

### 7.4 Assistant Superintendent's report (*J. Beekley*)

- a. General update

### 7.5 Superintendent's report. (*R. Levy*)

- a. District update
- b. Information and Communication
  - b.1 Discuss/Review Class Size Guidelines – Policy #6113.11 (encl #4)
  - b.2 BOE Member Workshop December 7<sup>th</sup>, 9:00 a.m. – 11:30 a.m. – JWMS library
  - b.3 Discussion and possible VOTE re: State Communication on Minimum Budget Requirement (MBR)

## 8. Public Comment

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters.

## 9. Future agenda items.

- 9.1 Next regular Joint BOE meeting Dec. 05, 2013 @ 7:00 p.m. (JWMS)
- 9.2 Next regular CES BOE meeting is Thursday, January 23, 2014 @ 7:00 p.m.
- 9.3 BOE and Community input for 2014-15 budget (on-going)
- 9.4 Presentation of Major Budget Drivers for 2014-15 (Jan.)
- 9.5 Executive Session – mid-year evaluation of Superintendent (Jan.)

## 10. Adjournment



**Regional School District 4**  
**Chester – Deep River – Essex – Region 4**  
**Boards of Education Committees – School Year 2013-14 (updates in progress)**

| <b>Joint BOE Standing Committees</b> (standing committees have regularly scheduled meetings)                                    |                                                                                                                                                        |                                  |                          |
|---------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------|
| <b>*Joint PK-12 Policy Sub-Committee</b>                                                                                        | R4(Clark/Fitzgibbons/Alt. Riley) CH(TBD/TBD) DR(Morrissey/TBD) ES (Seidman/McCluskey)                                                                  |                                  |                          |
| <b>*Joint PK-12 Curriculum Sub-Comm.</b>                                                                                        | R4(Tomlinson/Monaghan) CH(Fitzgibbons/Rubinow) DR(TBD/Grabowski) ES(Rotella/Conrad Alt.)                                                               |                                  |                          |
| <b>*Joint PK-12 Finance Sub-Committee</b>                                                                                       | R4 (Gioco/Rankin) CH (TBD/TBD) DR (TBD/TBD) ES (Seidman/Conrad)                                                                                        |                                  |                          |
| <b>Supervision District Committee</b> (2 yr terms end in Nov. of the year listed after each name)                               | R4 (TBD 13 / Riley 15 / Fitzgibbons 15) CH (King 15 / TBD 15 / TBD 15)<br>DR (Daniels 15 / TBD 13 / TBD 15) ES (Fitton 15 / McCluskey 15 / Seidman 15) |                                  |                          |
| <b>Joint Ad Hoc Committees</b> (ad hoc committees meet for a designated period or as needed)                                    |                                                                                                                                                        |                                  |                          |
| Personnel & Negotiations                                                                                                        |                                                                                                                                                        | Contract duration                | Initiate negotiations    |
| - Joint BOE Teacher negotiations                                                                                                | R4 (TBD/Riley) CH (King, Fitzgibbons)<br>DR (Morrissey / Daniels) ES (Fitton / Watson)                                                                 | Expires 6/2016                   | 6/2015                   |
| - Joint BOE Administrator negotiations                                                                                          | Same as ABOVE for Teacher negotiations                                                                                                                 |                                  | Expires 6/2014<br>9/2013 |
| - Joint BOE Paraeducator negotiations                                                                                           | Same as BELOW for Net Tech et al.                                                                                                                      |                                  | Expires 7/2014<br>3/2014 |
| - Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTEch/ElemCustodians)<br>- Cafeteria (all schools) | R4 (TBD) CH (King) DR (Olson/Daniels)<br>ES (Fitton/Watson)                                                                                            | Expires 6/2015<br>Expires 6/2017 | 3/2015<br>3/2017         |
| Public Relations & Community Outreach                                                                                           | R4(Riley/Fitzgibbons) CH (King) ES (Seidman) DR (TBD)                                                                                                  |                                  |                          |
| Transportation                                                                                                                  | As needed                                                                                                                                              |                                  |                          |
| Technology                                                                                                                      | R4(TBD) CH(TBD) ES (Seidman) DR (Daniels)                                                                                                              |                                  |                          |
| Cafeteria                                                                                                                       | R4( Riley) CH (King) ES (TBD) DR (Daniels)                                                                                                             |                                  |                          |
| School Calendar                                                                                                                 | R4 (Clark) CH (King) ES (TBD) DR (Daniels)                                                                                                             |                                  |                          |
| Space Utilization                                                                                                               | R4(Fitzgibbons) CH(TBD) ES (TBD) DR (Daniels)                                                                                                          |                                  |                          |
| District Governance (PK-12 Organization)                                                                                        | R4(Clark/TBD) CH(TBD) ES (Seidman) DR (Daniels)                                                                                                        |                                  |                          |
| LEARN Joint BOE representative(s)                                                                                               | R4(TBD), CH(TBD), ES(Rotella), DR(Grabowski)                                                                                                           |                                  |                          |
| <b>Individual BOE Ad Hoc Committees</b> (ad hoc committees meet for a designated period or as needed)                           |                                                                                                                                                        |                                  |                          |
| <b><u>Chester BOE</u></b>                                                                                                       |                                                                                                                                                        |                                  |                          |
| Facilities                                                                                                                      | TBD                                                                                                                                                    |                                  |                          |
| Internal Marketing                                                                                                              | TBD                                                                                                                                                    |                                  |                          |
| PTO                                                                                                                             | TBD                                                                                                                                                    |                                  |                          |
| CATV Advisory Council (Cable TV)                                                                                                | For Discussion                                                                                                                                         |                                  |                          |
| <b><u>Deep River BOE</u></b>                                                                                                    |                                                                                                                                                        |                                  |                          |
| Facilities                                                                                                                      | Daniels/Olson/Morrissey                                                                                                                                |                                  |                          |
| PTO                                                                                                                             | Grabowski                                                                                                                                              |                                  |                          |
| School Improvement Team                                                                                                         | TBD                                                                                                                                                    |                                  |                          |
| CATV Advisory Council (Cable TV)                                                                                                | For Discussion                                                                                                                                         |                                  |                          |
| <b><u>Essex BOE</u></b>                                                                                                         |                                                                                                                                                        |                                  |                          |
| Building                                                                                                                        | Seidman                                                                                                                                                |                                  |                          |
| PTO                                                                                                                             | Rotating                                                                                                                                               |                                  |                          |
| School Improvement Team                                                                                                         | TBD                                                                                                                                                    |                                  |                          |
| Essex Foundation                                                                                                                | McCluskey / Fitton                                                                                                                                     |                                  |                          |
| Communications                                                                                                                  | Rotating                                                                                                                                               |                                  |                          |
| CATV Advisory Council (Cable TV)                                                                                                | Fitton                                                                                                                                                 |                                  |                          |
| <b><u>Region 4 BOE</u></b>                                                                                                      |                                                                                                                                                        |                                  |                          |
| Personnel & Negotiations                                                                                                        |                                                                                                                                                        | Contract duration                | Initiate negotiations    |
| ▪ R4 Secretaries/Nurses                                                                                                         | Riley/Alt. TBD                                                                                                                                         | Expires 6/2017                   | 3/2017                   |
| ▪ R4 Custodians                                                                                                                 | Riley/Alt. TBD                                                                                                                                         | Expires 6/2015                   | 3/2015                   |
| R4 Audit & Finance                                                                                                              | Rankin/Gioco                                                                                                                                           |                                  |                          |
| School Improvement Team                                                                                                         | TBD/TBD/Tomlinson                                                                                                                                      |                                  |                          |
| R4 Grounds Maintenance Oversight Committee                                                                                      | TBD/TBD                                                                                                                                                |                                  |                          |
| R4 Building Committee                                                                                                           | Tomlinson/Fitzgibbons/TBD                                                                                                                              |                                  |                          |
| R4 Educational Foundation                                                                                                       | TBD                                                                                                                                                    |                                  |                          |
| Region 4 Extra compensation points committee                                                                                    | TBD (only 1 rep needed)                                                                                                                                |                                  |                          |
| Public Relations & Outreach                                                                                                     | Riley                                                                                                                                                  |                                  |                          |
| R4 Safety                                                                                                                       | Fitzgibbons                                                                                                                                            |                                  |                          |
| R4 Advisory Council (PTO)                                                                                                       | For Discussion                                                                                                                                         |                                  |                          |
| R4 Facilities Study Committee                                                                                                   | Riley                                                                                                                                                  |                                  |                          |

# CHESTER BOARD OF EDUCATION

Welcome to tonight's meeting of the Chester Board of Education. We appreciate your interest and attendance.

## WHO WE ARE:

We are fellow residents of Chester, elected by the community to serve 4 years without compensation.

|                        |      |                     |      |                                   |      |
|------------------------|------|---------------------|------|-----------------------------------|------|
| <b>Arthur Henick</b>   | 2017 | <b>Ashley Marsh</b> | 2017 | <b>Laurie Rubinow, Vice-Chair</b> | 2015 |
| <b>Robert Bibbiani</b> | 2017 | <b>Lianne Ruddy</b> | 2015 | <b>Wendy King, Chair</b>          | 2015 |
| <b>Rodney Alston</b>   | 2017 | <b>Vacancy</b>      | 2017 | <b>David Fitzgibbons</b>          | 2015 |

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on the school web site ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

We are assisted in the meeting by our school administration:

**Dr. Ruth I. Levy**, Superintendent of Schools, Region 4 – Chester – Deep River - Essex

**Dr. Joanne D. Beekley**, Assistant Superintendent of Schools

**Michael Barile**, Principal

Our board clerk is Ms. Kelley Frazier.

## HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "audiences of citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Board to listen to you, the Board may not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Board to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Board of Education meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

## REGULAR MEETINGS:

Our regular meetings are normally held on the fourth Thursday of every other month, unless there is a conflict with school vacation. In addition we participate in meetings of the Joint Board of Education Committee every other month along with the Boards of Education of Chester, Deep River and Essex. Our agenda is posted at town hall and on the school website ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

## EXECUTIVE SESSION:

The Board may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

## SPECIAL MEETINGS:

Special meetings may be called with 24 hours advanced notice, to discuss specific items. The agenda will be posted on the bulletin board by the cafeteria and the meeting will be limited to those items.

We appreciate your attendance this evening and invite your continued interest on behalf of the children and residents of Chester.