

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF EDUCATION MEETING
CHESTER ELEMENTARY SCHOOL
NOVEMBER 25, 2013**

The regular meeting of the Chester Board of Education was held on Monday, November 25, 2013. In attendance Rodney Alston, Robert Bibbiani, Arthur Henick, Ashley Marsh(Arrival 7:10), David Fitzgibbons, and Wendy King. Also in attendance were Dr. Ruth Levy, Superintendent, Dr. Joanne Beekley, Assistant Superintendent, Michael Barile, Principal, Mr. Garth Sawyer, Business Manager and Kelley Frazier, Clerk.
Absent:

CALL TO ORDER

Dr. Levy called the meeting to order at 7:00pm.

ELECTION OF OFFICERS

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

A motion was made by David Fitzgibbons to nominate Wendy King Chairman of the Chester Elementary Board of Education. Rodney Alston seconded the motion. The motion passed unanimously. Ayes: Rodney Alston, Arthur Henick, David Fitzgibbons
Abstentions: Robert Bibbiani

Chairman King opened the floor for the following nominations:

Arthur Henick moved to nominate David Fitzgibbons as the Vice Chair of the Chester Elementary Board of Education. Wendy King seconded the motion. The motion passed unanimously.

Wendy King moved to nominate Ashley Marsh as the Secretary of the Chester Elementary Board of Education. Rodney Alston seconded the motion. The motion passed unanimously.

Ms. King requested to have the Student Report moved up to accommodate the meeting attendees.

STUDENT REPORT

Mr. Barile introduced Samantha Calamari and Macquire Nelson who gave a brief update of the activities in the school for the past month. Ms. King and the Board thanked the students for coming.

Ms. King asked all Board members to introduce themselves.

Special Committees:

Supervision District: David Fitzgibbons, Arthur Henick, Wendy King

Negotiations: Wendy King, Rodney Alston, David Fitzgibbons

Curriculum: David, Rob Bibbiani

Policy: Arthur Henick

LEARN: Rob Bibbiani

Sixth Grade Study Committee: David Fitzgibbons

CONSENT AGENDA

David Fitzgibbons moved to approve the minutes from the September 26, 2013 meeting and the Accounts Payable report. Ashley Marsh seconded the motion which carried by a unanimous vote.

PUBLIC COMMENT

No Comment

OTHER ITEMS

None

REPORTS:

Financial Status Report – Mr. Garth Sawyer

Mr. Sawyer gave a brief financial status for the Chester Elementary School. Currently Chester Elementary is expected to end the year with a surplus. Mr. Sawyer clarified various expense categories for Board members. He will keep the Board informed of any developments that may arise.

Cafeteria Report – Mr. Sawyer

Mr. Sawyer gave an update on the status of the Cafeteria Budget Updates. The district is instituting a process which will allow parents to use a credit card to put money into their child's lunch account. This should be available soon.

COMMITTEE REPORTS

Finance

The Finance Committee met. The Procedures Manual is complete and has been distributed. The next meeting will be in December.

Policy and Curriculum

The Policy and Curriculum meetings were cancelled and will be rescheduled.

Supervision District

The next meeting is December 5, 2013 at 6:00pm. The Joint Board of Education meeting will begin at 7:00pm.

Chester Facilities

A meeting will be scheduled soon.

Calendar Committee

The calendar change will be brought to Supervision District at the next meeting.

Principal's Report

General Update

Mr. Barile noted that staff is getting ready for the SBAC field test. He presented a plaque from the Connecticut Association of Schools. He noted that everyone in the community should be proud of this recognition.

ASSISTANT SUPERINTENDENT'S REPORT – J. Beekley

General Update

Dr. Beekley noted that October 14th was a full Professional Development day. Teachers worked on Bloom Board which is a data management tool for the new Teacher Evaluation. Teachers also worked on their goals. Observations are being conducted. We have agreed to do the SBAC field test in the spring. The testing will be taken on the computer. There will be some embedded supports for special needs students. Dr. Beekley noted that the skills checklist is still evolving. She noted that we are moving forward to align our curriculum. It appears that the state is gearing up to support districts. She stated that 2016 will be the first year we will have comparative data. Dr. Beekley wanted to clarify that we must do the CMT and CAPT science testing in grades 5, 8 and 10. Dr. Beekley recommended Board members go to the Smarter Balance website to take a grade level test. Ms. King asked Dr. Beekley to send the CMT reports which were presented in September to the new Board members.

Mr. Fitzgibbons briefly discussed the CMT results. He was so pleased because Chester scored so highly in all grades. He commended Mr. Barile and his staff for this great accomplishment.

SUPERINTENDENT'S REPORT - R. Levy

District Update

Dr. Levy thanked Mr. Fitzgibbons for discussing this. She noted that it is a testament to the synergy that is at Chester Elementary.

We will be offering a brown bag breakfast in our district. This will begin at the end of January.

BOE Member Workshop December 7, 9:00am – 11:30am JWMS Library

Dr. Levy invited all Board members to the workshop. We have 18 new Board members in our district. There will also be a new Board member workshop at Central Office that is not yet scheduled. Dr. Levy asked all new Board members to set up a meeting with her by calling Jennifer Bryan at Central Office.

Dr. Levy noted that we have received a grant for the safety and security of our schools. We received a total of \$37,000 for our five schools. We are prioritizing in each of our schools what is needed. We will also apply for a second round of grant dollars when they become available.

Dr. Levy discussed the Veteran's Day activities at each of our schools. The children learned a true appreciation for our Veterans. Mr. Bibbiani was able to attend the program and thought the kids did an amazing job.

INFORMATION AND COMMUNICATION

Discussion/Review Class

Dr. Beekley discussed the class size guidelines for our district. The last time this policy was reviewed was before full day Kindergarten. This will be discussed this at our next Policy Committee meeting. Dr. Beekley said that there is research that supports small class size in early education is beneficial. Full Day Kindergarten is allowing us to get off to a better start. Dr. Levy noted that even though it is written in policy this is a guideline.

Discussion and possible VOTE re: State Communication on Minimum Budget Requirement(MBR)

Mr. Sawyer discussed the State's Minimum Budget Requirement and how it is calculated. We will need to ask the town to appropriate \$41,527. This would need to go to a Town Meeting. These dollars will be returned to the Town at the end of the year. Mr. Henick feels we should keep the Board of Selectmen fully informed about this. Dr. Levy will set up a meeting with the Board of Selectmen to discuss this. Ms. King questioned if this money will affect the mill rate.

PUBLIC COMMENT

None

Ms. King asked Board members to think of possible candidates to fill the three open seats on the Board of Education.

ADJOURNMENT

On a motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:35pm.

Respectfully Submitted,

Kelley Frazier, Board Clerk

FUTURE AGENDA ITEMS

- 9.1 Joint BOE next Regular Meeting Dec 5, 2013 at 7:00pm JWMS
- 9.2 Next Regular CES BOE Meeting (January 23, 2014 at 7:00pm)
- 9.3 BOE Community Input on 2014-15 Budget (Ongoing)
- 9.4 Presentation of Major Budget Drivers for 2014-15 (Jan)
- 9.5 Executive Session-mid year evaluation of Superintendent (Jan)