

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF EDUCATION MEETING  
DEEP RIVER ELEMENTARY SCHOOL  
SEPTEMBER 19, 2013**

The regular meeting of the Deep River Board of Education was held on Thursday, September 15, 2013. In attendance were Christine Daniels, Mark Malcarne, KC Nelson-Oliveria, Miriam Morrissey, Liz Tracy-Monteclavo (7:15 arrival), Dave Berardis (7:04 arrival), Julia Grabowski, Art Robbins (7:10 arrival). Also in attendance were Dr. Ruth Levy, Superintendent, Dr. Joanne Beekley, Assistant Superintendent, Dr. Jennifer Byars, Principal, Garth Sawyer, Business Manager and Kelley Frazier, Clerk. Absent: Jim Olson

**CALL TO ORDER**

Ms. Daniels called the meeting to order at 7:00 p.m.

**CONSENT AGENDA**

Mark Malcarne made a motion to approve the minutes from the regular meeting of May 16, 2013 and the Accounts Payable report. KC Nelson-Oliveria seconded the motion. The motion passed by a unanimous vote.

**STUDENT REPORT**

No Report.

**PUBLIC COMMENT**

None

**OTHER ITEMS:**

None

**REPORTS:**

**Financial Status Report – Mr. Garth Sawyer**

Mr. Sawyer gave a brief update of the financial status for the Deep River Elementary School. Currently the Deep River Elementary budget is projecting a deficit due to some unanticipated special education needs for the 2013-14 school year. It is early in the year. We will continue to look for areas in which there may be savings to cover the unanticipated costs. The Administration will keep the Board informed as we proceed through the year.

**2012-13 Financial Status**

Currently Deep River Elementary closed the 2012-13 books with a deficit, due to some unanticipated special education needs and new enrollees into the health insurance plan for the 2012-13 school year. The Town will be reimbursed money from the Region 4 budget surplus.

Ms. Daniels asked for clarification on some of the encumbrances. Ms. Morrissey asked if we know in advance the charges for out of district placement. Dr. Levy explained that we do not since these expenses vary based on individual student needs and where the services are obtained.

#### **Cafeteria Report – Mr. Sawyer**

Mr. Sawyer gave an update on the Cafeteria Budget Updates. We did better than expected on our sales. We were able to use the budgeted subsidy. We will need to be aware that sales may possibly decrease, due to declining enrollment.

### **COMMITTEE REPORTS**

#### **Finance**

The Finance Committee meets on September 24<sup>th</sup>.

#### **Calendar**

The recent meeting covered the calendar for school year 2014-15. The proposed calendar will be presented at the next Joint Board of Education meeting.

#### **Curriculum**

The Curriculum Committee will meet on November 19<sup>th</sup>.

#### **Joint PK-12 Policy Committee**

No Updates

#### **Supervision District**

The Cooperative Agreement was discussed. Supervision District will begin having workshops to create a cooperative agreement; the first one is on September 30<sup>th</sup> at 6:00 p.m. in the Central Office.

#### **Principal's Update – Ms. Byars**

##### **General Update – Opening of the School Year**

Ms. Byars said that it has been a great start to the year. Teachers are looking into new curriculum to be better prepared for the Common Core State Standards. Staff is also working on the new Teacher Evaluation. The art teacher is working on a Fairy House Installation at the Florence Griswold Museum. The theme is based on the Wonderful Wizard of Oz. The children will go to visit their houses in October.

### **ASSISTANT SUPERINTENDENT'S REPORT – J. Beekley**

#### **General Update**

Dr. Beekley stated that all schools opened the school year smoothly. Dr. Beekley noted that professional development was spent on the Teacher Education Evaluation plan.

### **2011-12 DRES CMT/CAPT Results Overview**

It was evident in our results that our school is focusing on Common Core State Standards. She noted that grade level expectations are not a clean match in the reporting. The state will give us three options for testing this year: 1. to complete only CMT and CAPT 2. Common Core Assessment only or 3. To do both. We will do CMT and CAPT testing with the Science Assessment. Feedback on the pilot should be received soon. This feedback will be on the whole school and not by individual student. It will give us an idea where we are for curriculum implementation. Dr. Beekley briefly discussed the areas where they are rebuilding the curriculum.

Dr. Beekley gave an overview by grade level of the CMT results.

Dr. Byars presented the action plan for school improvement. The staff is diligently working on this. She discussed the plan by subject and grade level. The school is implementing a new language arts curriculum. The Math curriculum is also being reviewed. Dr. Byars noted that another big component is grammar and spelling. The Administration is working on a plan to make sure students are not falling through the cracks during this transition from CMT to Common Core Assessments. Dr. Levy noted the importance of full day Kindergarten, it has allowed for a tremendous amount of progress. Ms. Oliveria said that the work already done will help in making things a little less overwhelming.

### **PTO**

This group has been active and good at sending communications out to the school community.

### **SUPERINTENDENT'S REPORT - R. Levy**

#### **District Update**

Dr. Levy noted that the Preschool and Grade Six Committees will be continuing their work this year. A plan for transitioning the sixth grade to the Middle School will not be truly considered until enrollment declines and other issues are addressed. Communication will be given to families when there is something solid to report. We will be working with Shipman and Goodwin regarding the Cooperative Agreement. This will be looked at in phases. The Supervision Committee will be the body that creates and reviews the Cooperative Agreement and then it will be back to the Joint Board. The conflict waiver from Shipman and Goodwin has been signed by the Board Chairs. Security changes have been put into effect and all schools are secure. All staff members are wearing a green identification badge. Substitute teachers will wear yellow badges. Red will be worn by visitors. State monies for security, if received, will be used for cameras. There is a second round of security grants that we will apply for. There has been a recommendation for a breakfast program. Deep River and Chester qualify for this. It is being looked into. We are in the process of being able to accept MasterCard and Visa over the web to pay for lunch accounts. There will be a small fee to use credit cards, which will be made very clear to system users. All Administrators will meet with the three Selectmen, fire, ambulance and police to prepare for a possible emergency.

This will allow us to rehearse real life skills. Training will also take place within our buildings for staff.

**PUBLIC COMMENT**

None

We believe that there will be five people leaving the Board. Ms. Daniels thanked each member for their time on the Board of Education. There will be a book dedicated to the library in each of the Board member's name.

**ADJOURNMENT**

On a motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:15 p.m.

Respectfully Submitted,

Kelley Frazier, Board Clerk

**FUTURE AGENDA ITEMS**

- 8.1 Joint BOE Regular Meeting (October 3, 2013)
- 8.2 Next regular DRES BOE Meeting (Nov 21, 2013)
- 8.3 Election of BOE Officers (Nov)
- 8.4 Supt. Presents Major Budget Driver for 2013-14 (Nov)
- 8.5 BOE & Community Input on 2013-14 Budget (Ongoing)