

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
BOARD OF EDUCATION MEETING  
ESSEX ELEMENTARY SCHOOL BOARD OF EDUCATION  
November 8, 2018 7:00pm**

The regular meeting of the Essex Board of Education was held on Thursday, November 8, 2018. Lon Seidman, DG Fitton, Judie McCann, Carolyn Rotella, Mark Watson and Loretta McCluskey. Also in attendance were Dr. Ruth Levy, Superintendent of Schools, Kristina Martineau, Assistant Superintendent, Kim Allen, Business Manager, Jennifer Tousignant, Principal and Kelley Frazier, Clerk. Absent:

**CALL TO ORDER**

The meeting was called to order by Lon Seidman at 7:00p.m.

**ELECTION OF OFFICERS**

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

A motion was made by DG Fitton made a motion to nominate Lon Seidman as the Chairman of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

Chairman Seidman opened the floor for the following nominations:

A motion made by Loretta McCluskey to nominate DG Fitton as the Vice Chair of the Essex Elementary Board of Education. Carolyn Rotella seconded the motion. The motion passed unanimously.

A motion made by DG Fitton to nominate Loretta McCluskey as the Secretary of the Essex Elementary Board of Education. Carolyn Rotella seconded the motion. The motion passed unanimously.

Committee members will remain on the committees previously chosen. Mark Watson will be on the Finance Committee.

**CONSENT AGENDA**

Upon a motion duly made by DG Fitton seconded by Carolyn Rotella the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of September 13, 2018, Minutes from the Special Meeting of October 10, 2018 and the Accounts Payable report.

**STUDENT REPORT**

Ms. Tousignant introduced Tristan Spallone, Sonya Xaypanya, Tula Whitbeck, Emma Barnard discussed working with the 3D printer and presented the projects they have created.

## **PUBLIC COMMENT**

No Comment.

## **OTHER ITEMS:**

### **Community and Board Input on 2018-19 Budget**

A brief discussion was held regarding the budget. More information will be available at the next meeting.

### **Principal's Update**

Ms. Tousignant gave a brief update. She discussed the programs that have taken place this fall. She discussed the EES Foundation grant.

Upon a motion made by DG Fitton and seconded by Loretta McCluskey the Essex Elementary Board of Education unanimously **VOTED** to accept the 2018-2019 donation from the EES Foundation.

### **Discuss Snowplow Bid and Possible VOTE to Award Bid**

The bids were discussed. The fixed rate was preferred.

Upon a motion made by DG Fitton and seconded by Carolyn Rotella the Essex Elementary Board of Education unanimously **VOTED** to award the bid for snowplowing and sanding to Giroux Landscaping LLC for the fixed price contract of \$14,000 for the 2018-19 school year.

## **SBAC Presentation**

Ms. Martineau discussed the SBAC results and the action plan and strategies. Internal math assessments will be discussed at the next meeting.

## **REPORTS:**

### **Financial Status Report – Ms. Allen**

Ms. Allen gave a brief update on the financial status for Essex Elementary School. Trends indicate a surplus. Ms. Allen will remain vigilant of any unforeseen circumstances and we will keep the Board informed of any developments as they arise.

### **Cafeteria Report – Ms. Allen**

Ms. Allen gave an update on the status of the cafeteria budget. Free and reduced has increased.

## **Committee Reports**

**Finance** - Next meeting is November 27, 2018.

**Curriculum** – Next meeting is November 27, 2018.

**Policy** – Next meeting is November 12, 2018.

## **OTHER COMMITTEE REPORTS**

### **Supervision District Committee Update**

A budget workshop will occur next month.

## **LEARN**

No update.

### **Ad hoc School Advisory Committee**

A prioritization of items needed and how funding will occur is being discussed.

### **Ad Hoc Tuition Committee**

A marketing plan was discussed. This will be discussed and voted on at the next Joint Board of Education meeting. This will be reviewed on a yearly basis. Capacity will be reviewed.

### **Assistant Superintendent's Report**

#### **General Update**

Ms. Martineau gave a brief update. Curriculum K-12 content areas are being focused on. The content areas are designing and finalizing the benchmark tasks. K-12 priority standards are also being discussed.

## **SUPERINTENDENT'S REPORT**

### **District Update – Critical Thinking and Creative Problem Solving**

Dr. Levy discussed the International Baccalaureate Diploma program. Approval has been received for the high school. Opportunities for manufacturing and the trades are being reviewed for use in the middle school. Mr. Duffy will be leaving on November 20<sup>th</sup>. A search will be conducted. Budgets are being developed.

### **Presentation of 2016-17 Performance Profile Report for Essex Elementary**

Dr. Levy discussed the Performance Profile Report.

### **Information and Communication**

#### **Discussion Regarding and Pending Policies – standing item**

No Policies to discuss.

## **PUBLIC COMMENT**

No Comment.

## **FUTURE AGENDA ITEMS**

- Next Joint BOE meeting December 3, 2018
- Next Essex BOE Meeting is January 10, 2019 @ 7:00pm
- Essex Budget Workshops proposed for: Jan 2, Feb 13, Feb 26 at 6:00pm at Central Office
- BOE and Community Input for 2019-20 (On-Going)
- Presentation of Major Budget Drivers for 2019-20 (TBD)
- BOE Self-evaluation (TBD)

## **ADJOURNMENT**

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 9:23p.m.

Respectfully Submitted,

Kelley Frazier, Secretary