

**CHESTER ELEMENTARY SCHOOL  
BOARD OF EDUCATION REGULAR MEETING  
REMOTE MEETING  
NOVEMBER 23, 2020 7:00pm**

**F.O.I. Compliance** – Subject to BOE approval at a future meeting  
(To view a recording of this meeting, please visit our website [www.reg4.k12.ct.us](http://www.reg4.k12.ct.us) and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

<b>Attendance:</b>	<u>Chester BOE</u>		<u>Administration:</u>	
(√ = attended)	David Fitzgibbons	√	Brian White	√
	Rob Bibbiani	√		
	Charlene Fearon	√		
	Tom Englert	√		
	Rebecca Greenberg-Ellis	√	Kristina Martineau	√
	Dale Bernardoni	√	Sarah Smalley	√
	Kris Pollock	√	Kelly Sterner	√
	Kristin Smith	√	Tyson Stoddard	√
	Maria Scherber	√		

**CALL TO ORDER**

The meeting was called to order by Mr. White at 7:00p.m.

**ELECTION OF OFFICERS**

Mr. White opened the floor for the nominations for the office of chairman.

A motion was made by Charlene Fearon to nominate David Fitzgibbons as the Chairman of the Chester Elementary Board of Education. Tom Englert seconded the motion. The motion passed unanimously.

Chairman Fitzgibbons opened the floor for the following nominations:

A motion made by Rob Bibbiani to nominate Tom Englert as the Vice Chair and Rebecca Greenberg-Ellis as Secretary of the Chester Elementary Board of Education. Kris Pollock seconded the motion. The motion passed unanimously.

Committee assignments were reviewed. Kristin Smith will be the PTO representative. The Negotiations Committee member will be decided at a later date.

**CONSENT AGENDA**

Upon a motion duly made by Tom Englert and seconded by Maria Scherber the Chester Board of Education unanimously **VOTED** to approve the minutes from the special meeting of September 23, 2020 and the Accounts Payable report.

**PUBLIC COMMENT**

Lol Fearon is also in attendance.

## **REPORTS and OTHER ITEMS:**

### **Superintendent's Report**

#### **District Update**

Mr. White gave a brief report. He continues to work through issues with Covid. He has met with the Health Departments from all three towns and remote learning will continue through December 4<sup>th</sup>. Decisions will continue to be made based on the metrics.

#### **Information and Communication**

An Employee Assistance Program EAP program is now being offered to employees and will be discussed later in the agenda.

December 1<sup>st</sup> special Joint Board of Education meeting has been scheduled. Long range planning and data for budgets will be discussed. A Supervision District budget workshop will occur December 16<sup>th</sup>.

Kelly Sterner and Kristina Martineau were thanked for their work in the district as they move to other opportunities.

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

#### **General Update**

Dr. Martineau discussed the survey results which teachers completed for professional development. The focus was the social and emotion wellness of students and how to bring meaningful learning to the students during Covid.

#### **Grants Update**

Funding has been received for Covid relief. The State allowed a reallocation of funds. Dr. Martineau discussed other grant funding received and how these funds will be used. Corona relief funds have covered most Covid expenses. There has not been significant budget strain due to Covid seen at this time.

#### **Presentation of 2018-2019 Performance Profile Report for CES**

Dr. Martineau discussed the 2018-2019 Performance Profile Report for CES. Dr. Martineau was able to answer Board member questions regarding assessments going forward. Assessment practices and intervention models are being reviewed to decide how to meet student needs. Ms. Greenberg-Ellis discussed her concern for lack of data. She would like more information about what the plan is for assessments and the plan for possible gaps in learning. She noted that kids who need enrichment have needs that are also not being met. She suggested doing assessments in person. Mr. Stoddard discussed what he is doing to assess students.

### **Director of Pupil Services Report**

Ms. Smalley did not have a report.

### **Finance Office Report**

#### **Current Year to Date Financial Status Update**

Finance Director Kelly Sterner reviewed board enclosures and answered questions from board members. She discussed the transfers from last year. Trending is as expected. Excess cost funds have not been received, but will offset some of the expenses.

### **Cafeteria Fund Update**

The reports were reviewed. The cafeteria reporting looks different because the state is providing the ability to use the Grab and Go program during remote learning. All food offerings are free. Participation for this program is low.

### **Medical Reserve Tracking**

Ms. Sterner noted that the first four months have trended well. When things return to a typical environment our reserve account will be more robust. The RFP for group medical/prescription and dental services will be received by November 20<sup>th</sup>.

### **Update on EAP**

Ms. Sterner discussed the cost and services to provide an Employee Assistance Plan. This service will be provided through Anthem Blue Cross Blue Shield. This service is encouraged to be used when needed.

### **ADM Calculation Methodology**

Ms. Sterner gave an overview of the methodology for the ADM calculation.

Ms. Sterner discussed the action plan for the auditor's response.

Ms. Sterner answered questions from the Board regarding her report.

### **Principal's Update**

Mr. Fitzgibbons congratulated Mr. Stoddard and the staff regarding the Niche ranking of CES. Mr. Stoddard gave a brief update. Students have been compliant with mask wearing. Outdoor tents have been purchased for outdoor lunch and other activities. Money has been collected for the Chester Community Fund to help local families in need. A celebration was held for Veteran's Day with a video and photo collage. Report cards will be sent home December 9<sup>th</sup>.

### **HVAC and Ventilation System Update**

Mr. Grzybowski discussed the HVAC and Ventilation system updates. He answered Board questions regarding the HVAC and Ventilation system. State guidelines have been met in regards to air exchange.

### **Outdoor Learning Space**

A donation from Charlene and Lol Fearon was received in honor of their grandson who graduated last year. Funds will go towards an outdoor learning space. Fundraising is being done for a structure and picnic tables so students can learn in a safe outdoor environment. Mr. Stoddard thanked the community for their support.

### **Committee Reports**

**Finance** – Next Meeting is January 27, 2021

**Curriculum** – Next meeting is January 16, 2021

**Policy** – Next meeting is January 27, 2021

**Facilities** – Will be scheduled soon.

### **Supervision District:**

The budget is being worked on.

**Other Committee Reports**

**LEARN Committee Report**

Dale Bernardoni discussed the LEARN meetings she has attended. As all districts at this time the focus is how to teach during Covid. The dual Arts and Language Middle School in Waterford has closed. The building that held the school was faltering. Students were asked if they were interested in going to the Goodwin campus. Staffing issues have been difficult because of Covid. Professional development support is a focus. The audit went very well.

**Discussion regarding and Pending Policies**

None Pending.

**PUBLIC COMMENT**

Maria Scherber wished Dr. Martineau the best on her new position. She also wanted to note that she agrees with Ms. Greenberg-Ellis and her assessment comments.

**FUTURE AGENDA ITEMS**

7.1 Next Joint BOE Meeting is December 3, 2020 @ 7:00pm

7.2 Next Chester BOE Regular Meeting is January 28, 2021 @ 7:00pm

**ADJOURNMENT**

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:36p.m.

Respectfully Submitted,

Kelley Frazier, Secretary