

**`ESSEX ELEMENTARY SCHOOL  
BOARD OF EDUCATION REGULAR MEETING  
EES MEDIA CENTER  
THURSDAY, SEPTEMBER 14, 2023 7:00pm**

**F.O.I. Compliance** – Subject to BOE approval at a future meeting

**CALL TO ORDER**

Mr. Seidman called the meeting to order at 7:00pm.

**VERBAL ROLL CALL FOR BOE MEMBERS**

**Attendance: Essex BOE**

Lon Seidman

Mark Watson

Nancy Johnston

Cassandra Sweet

Other attendees: Kelley Frazier, Clerk

**Administration:**

Brian White

David Kitzman

Bob Grissom

**CONSENT AGENDA**

Upon a motion duly made and seconded the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of May 11, 2023. the Special Meeting of August 1, 2023 and the Accounts Payable report as written.

**PUBLIC COMMENT**

No Comment.

**Superintendent's Report**

**District Update – Information and Communication**

Mr. White noted there was a positive start to the school year. There was added excitement for students and families to meet the new Principal.

**Assistant Superintendent's Report**

**General Update**

Ms. Brzozowy was not present.

**Financial Status Updates**

**End of Year Financial Status Update**

The expended budget was just under 98%. The audit is occurring now. This should be completed this fall.

**Current Year to Date Financial Status Update**

All financial obligations are expected to be met. This is very preliminary. The committed balance is 88.4% of the budget. This is early in the school year.

**Cafeteria Fund Update**

Discussion regarding who qualifies for the free lunch program. Every student at this time gets free breakfast. Revenue received was from the state grants and the Smart Funds from the state. The cafeterias for all schools are being upgraded. Reserve funds are being used. There are no uncollected student balances. All have been resolved.

**Medical Reserve Tracking**

The reserve fund has increased and is in a healthy position. The insurance consultant will present at the next Joint Board meeting.

**Grants Update**

No update

**Cafeteria Equipment Update**

A needs assessment by building was done. Equipment for Essex Elementary was purchased from the reserve.

**PRINCIPAL'S REPORT- D. Kitzman**

Mr. Kitzman gave a brief update. He is very happy to be at Essex Elementary. He has been working with all teachers. Students are highly engaged. He discussed the school promise and how to implement it.

**Other Items****Early Grade Literacy**

No presentation

**Discussion and possible VOTE to accept a donation of \$4,000 from Tri-Town Sustainability Team to be used at the discretion of administration to support a pilot food scraps program at Essex Elementary for up to two years.**

Upon a motion duly made and seconded the Essex Elementary Board of Education unanimously **VOTED** to accept a donation of \$4,000 from Tri-Town Sustainability Team to be used at the discretion of administration to support a pilot food scraps program at Essex Elementary for up to two years.

**Committee Reports****Curriculum**

No Update.

**Finance**

No Update.

**Policy**

No Update.

**Supervision District Committee Updates**

No Update.

**Other Committee Reports**  
**LEARN Committee Update**  
No Update.

**Discussion Regarding any Pending Policy for all BOE's**

No Action taken. The policies will be reviewed and voted on at the next Joint Board of Education meeting.

**PUBLIC COMMENT**

No Comments.

**EXECUTIVE SESSION-STUDENT MATTER-CONSIDER STUDENT TUITION REQUEST**

Upon a motion duly made and seconded the Region 4 Board unanimously **VOTED** to go into Executive Session at 7:32pm. Mr. White and Mr. Grissom were invited to attend.

**Executive Session ended at 7:47pm.**

**Action Items:**

**Discussion and possible VOTE to approve the Superintendent's recommendation to approve the enrollment of a non-resident student in Valley Regional High School for the 2023-24 school year upon payment of the BOE approved 2023-24 tuition rate in compliance with the terms of BOE policies #3240 and #5118.**

On motion duly made and seconded, the board unanimously **VOTED** to approve the Superintendent's recommendation to approve the enrollment of a non-resident student in Valley Regional High School for the 2023-24 school year upon payment of the BOE approved 2023-24 tuition rate in compliance with the terms of BOE policies #3240 and #5118.

**FUTURE AGENDA ITEMS**

**FUTURE AGENDA ITEMS**

Joint BOE Meeting Thursday, October 5, 2023 @ 7:00pm at Valley Regional High School  
Regular Essex BOE Meeting Thursday, November 9, 2023 at 7:00pm @ EES Media Center

**ADJOURNMENT**

On motion duly made and seconded the Region 4 Board of Education unanimously **VOTED** to adjourn at 8:01p.m.

Respectfully Submitted,

Kelley Frazier Clerk