



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

**REGIONAL SUPERVISION DISTRICT COMMITTEE**

**AGENDA**

**Public – please note:**

We anticipate being able to provide a hybrid option for this meeting.

If desired, please use dial-in information to join the anticipated hybrid meeting.

To: Members of the Regional Supervision District Committee

Subject: **Committee meeting Thursday June 01, 2023**

Time: **6:00 p.m.**

Place: **John Winthrop Middle School Library** or Dial (443) 607-2613 PIN: 610 010 727#

**Please Note Earlier Start**

**Time of 6:00 p.m.**

(We kindly ask that if participating remotely, you **please mute your phone immediately** upon connecting to the meeting as this will improve the audio quality for all participants. Google Meet may do this automatically, depending on the number of people already connected to the call. If so, pressing **\*6** will unmute your phone when it's time to speak)

Please contact Jennifer Bryan at Central Office- email [jbryan@reg4.k12.ct.us](mailto:jbryan@reg4.k12.ct.us) if you are unable to attend.

**Mission Statement**

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program. We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

**1. Call to order. 6:00 p.m.** – Essex BOE Chair, Lon Seidman = *Supv. Dist. Chair (yearly rotation at December mtg. – goes to Essex until Dec. 2023)*

**2. Verbal Roll Call for Committee Members**

**3. Consent agenda.** The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.

3.1 Minutes from Regular Meeting of April 06, 2023 (*encl #1*)

3.2 Accounts Payable report (*encl #2*)

**4. Public comment.**

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Committee to hear citizen comment related to educational matters

**5. Reports and Other Items.**

**5.1. Superintendent's Report (B. White)**

- a. District Update (HOLD until Joint BOE mtg.)
- b. Information and Communication

**5.2. Assistant Superintendent's Report – S. Brzozowy**

- a. General update as needed (HOLD until Joint BOE mtg.)

**5.3. Finance Office Report – B. Grissom**

- a. Financial Status Updates
  - o Current Year Financial Status Update (*encl #3*)

#### 5.4. Other Items (as needed)

- a. Discussion and possible **VOTE** to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* dated February 13, 2008. The original contract expires on June 30, 2012 and per agreement may be renewed in 1 year increments upon agreement of all signing parties (Boards of Education for Chester, Deep River, Essex and the Regional Supervision District Committee) no later than June 30<sup>th</sup> (encl. #4) – B. White/ R. Grissom
- b. Discussion and possible VOTE to accept a donation of \$500 through Donors Choose, to be used at discretion of administration to purchase educational resources from *Teachers Pay Teachers* to benefit the Preschool program.
- c. Discussion regarding process for superintendent contract negotiations – L. Seidman (encl #5)

#### 5.5. Reports and Communication (BOE chair from Chester, Deep River, Essex & Region 4)

- a. Joint PK-12 Committees – (Comm. Chairs) Policy – L. Seidman; Curriculum – N. Johnston; Finance – R. Daniels

Curriculum	Finance	Policy
Oct. 18 <sup>th</sup> , 2023 @ Noon	Oct. 18 <sup>th</sup> , 2023 @ Noon	Oct. 19 <sup>th</sup> , 2023 @ Noon
Dec. 13 <sup>th</sup> , 2023 @ Noon	Dec. 13 <sup>th</sup> , 2023 @ Noon	Dec. 14 <sup>th</sup> , 2023 @ Noon
Feb. 14 <sup>th</sup> , 2024 @ Noon	Feb. 14 <sup>th</sup> , 2024 @ Noon	Feb. 15 <sup>th</sup> , 2024 @ Noon
Apr. 17 <sup>th</sup> , 2024 @ Noon	Apr. 17 <sup>th</sup> , 2024 @ Noon	Apr. 18 <sup>th</sup> , 2024 @ Noon

#### 6. Public comment

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Committee to hear citizen comment related to educational matters

#### 7. Executive Session – Personnel – Superintendent’s Contract Negotiations

#### 8. Future agenda Items

- 8.1 Supervision District Committee Meeting – August 03, 2023 @ 5:00 p.m. @ JWMS Library (ONLY IF NEEDED)
- 8.2 Supervision District Committee Regular Meeting – October 05, 2023 @ 6:30 p.m. @ JWMS Library

#### 9. Adjournment



**Regional School District 4**  
**Chester – Deep River – Essex – Region 4**  
**Boards of Education Committees – School Year 2022-23 (Updates in Progress)**

<b>Joint BOE Standing Committees</b> (standing committees have regularly scheduled meetings)			
<b>*Joint PK-12 Policy Sub-Committee</b>	R4(Clark/Strauss) CH(Taigen/Scherber) DR(Maikowski/Grunko) ES (Seidman/TBD)		
<b>*Joint PK-12 Curriculum Sub-Comm.</b>	R4(Cavanaugh/Silva) CH(Bernardoni/Johnson) DR(McIntyre/Whelan) ES (Johnston/Pillion/Russell)		
<b>*Joint PK-12 Finance Sub-Committee</b>	R4 (Clark/Daniels/Fearon) CH (Rice/TBD) DR (Rioux/Scholfield) ES (Seidman/Watson)		
<b>Supervision District Committee</b> (2 yr terms end in Nov. of the year listed after each name)	R4 (Sandmann 23 / Cavanaugh 23 / Stack 23) CH (Fitzgibbons 23 / Bernardoni 23 / Greenberg-Ellis 23) DR (Morrissey 23 / Ferretti 23 / Maikowski 23) ES (Seidman 23 /Pillion 23 / Johnston 23)		
<b>Joint Ad Hoc Committees</b> (ad hoc committees meet for a designated period or as needed)			
<b>Personnel &amp; Negotiations</b>		<u>Contract duration</u>	<u>Initiate negotiations</u>
- Joint BOE Teacher negotiations	R4 (Daniels/Sandmann/Strauss) CH (Taigen) DR (Morrissey) ES (Watson/Pillion)	Expires 7/2025	6/2024
- Joint BOE Administrator negotiations	Same as ABOVE for Teacher negotiations	Expires 7/2026	9/2025
- Joint BOE Paraeducator negotiations	Same as BELOW for Net Tech et al.	Expires 7/2023	3/2023
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTEch/ElemCustodians)	R4 (Daniels/Sandmann/Strauss) CH (Fitzgibbons) DR (Maikowski/Ferretti) ES (Watson/Pillion)	Expires 7/2023	3/2023
- Cafeteria (all schools)		Expires 7/2022	4/2022
Technology	R4(Seidman), CH(TBD), ES (Seidman), DR (TBD)		
School Calendar	R4(Sandmann/Daniels), CH (TBD), ES (TBD), DR (Morrissey)		
LEARN Joint BOE representative(s)	R4(Cavanaugh), CH(Bernardoni), ES(TBD), DR(TBD)		
School Safety Committee	R4(Cavanaugh, Daniels), CH(Greenberg-Ellis), DR(TBD), ES(TBD)		
Tuition Committee	R4(Cavanaugh/Sandmann/Daniels), CH (Johnson), DR (Morrissey), ES (Seidman Alt.)		
RFP Review	R4(Cavanaugh/Daniels), CH (Scherber), DR (Morrissey), ES (Seidman/Johnston)		
<b>Individual BOE Ad Hoc Committees</b> (ad hoc committees meet for a designated period or as needed)			
<b><u>Chester BOE</u></b>			
CATV Advisory Council (Cable TV)	For Discussion		
<b><u>Deep River BOE</u></b>			
Facilities	Morrissey/Ferretti		
CATV Advisory Council (Cable TV)	TBD		
<b><u>Essex BOE</u></b>			
Building	Seidman		
Essex Foundation	TBD		
CATV Advisory Council (Cable TV)	TBD		
<b><u>Region 4 BOE</u></b>			
<b>Personnel &amp; Negotiations</b>		<u>Contract duration</u>	<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses	Daniels/Sandmann/Strauss	Expires 7/2025	4/2025
▪ R4 Custodians	Daniels/Sandmann/Strauss	Expires 7/2024	3/2024
R4 Grounds and Buildings Maintenance & Oversight Committee	Stack/Seidman/Strauss (alt. Sandmann)		
JWMS Security Project Building Committee	Daniels/ Cavanaugh/ Sandmann / Stack		
R4 Educational Foundation	TBD		
Region 4 Extra compensation points committee	Clark/Daniels/Sandmann (only 1 rep needed)		

## REGIONAL SUPERVISION DISTRICT COMMITTEE

**Welcome to tonight's meeting of the Supervision District Committee. We appreciate your interest and attendance.**

### **WHO WE ARE:**

The Supervision district is chartered through an agreement established in 1964 among the Boards of Education of Chester, Deep River, Essex and Region 4, and modified in 2000, to fund those programs and services that are best shared across the five schools in our communities. The Supervision District provides our communities the economies of scale of a larger multi-school district yet allows each town the autonomy to manage its own elementary school.

<b>David Fitzgibbons</b>	<b>(CH)</b>	2023	<b>Pat Maikowski</b>	<b>(DR)</b>	2023	<b>Lon Seidman</b>	Chair	<b>(ES)</b>	2023
<b>Dale Bernardoni</b>	<b>(CH)</b>	2023	<b>Miriam Morrissey</b>	<b>(DR)</b>	2023	<b>Justin Pillion</b>		<b>(ES)</b>	2023
<b>Rebecca Greenberg-Ellis</b>	<b>(CH)</b>	2023	<b>Bob Ferretti</b>	<b>(DR)</b>	2023	<b>Nancy Johnston</b>		<b>(ES)</b>	2023
<b>John Stack, Trsr/Sec</b>	<b>(R4)</b>	2023	<b>Jane Cavanaugh</b>	<b>(R4)</b>	2023	<b>Kate Sandmann</b>	Vice-Chair	<b>(R4)</b>	2023

Our contact information is listed on the District web site: [www.reg4.k12.ct.us](http://www.reg4.k12.ct.us) Our annual goals are also listed.

We are assisted in the meeting by our school administration:

**Brian J. White**, Superintendent of Schools  
**Sarah Brzozowy, Ed.D.**, Assistant Superintendent of Schools  
**Sarah Smalley**, Director of Pupil Services  
**Bob Grissom**, Finance Director

### **HOW YOU CAN CONTRIBUTE AND PARTICIPATE:**

We typically have two "Audiences of Citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Committee to listen to you, the Committee may not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Committee to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Committee meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

### **REGULAR MEETINGS:**

Regular Meeting Agendas and Special Meeting Agendas are posted in each of the Town Halls and on the school website ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

### **EXECUTIVE SESSION:**

The Committee may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

### **SPECIAL MEETINGS:**

Special meetings may be called with a minimum of 24 hours advanced notice, to discuss specific items.

We appreciate your attendance this evening and invite your continued interest on behalf of the students and residents of Region 4, Chester, Deep River and Essex.

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

## **REGIONAL SUPERVISION DISTRICT COMMITTEE**

**Date:** April 6, 2023

### **Regular Meeting – John Winthrop Middle School Library**

CHESTER BOARD OF EDUCATION:	David Fitzgibbons, Dale Bernardoni
DEEP RIVER BOARD OF EDUCATION:	Miriam Morrissey, Pat Maikowski, Bob Ferretti
ESSEX BOARD OF EDUCATION:	Lon Seidman, Nancy Johnston, Justin Pillion
REGION 4 BOARD OF EDUCATION:	John Stack, Kate Sandmann, Jane Cavanaugh

Also in attendance: Brian. J. White, Superintendent; Sarah Brzozowy, Assistant Superintendent; and Robert Grissom, Finance Director, Kelley Frazier, Clerk

### **CALL TO ORDER and Verbal Roll Call**

Committee Chair Seidman called the meeting to order at 6:01p.m. and a verbal roll call was done.

### **CONSENT AGENDA**

On motion duly made and seconded the Supervision District Committee unanimously **VOTED** to accept the Minutes from the Regular Meeting of February 23, 2023 and the Accounts Payable report as written.

**PUBLIC COMMENT** – No comments were made.

### **REPORTS AND OTHER ITEMS**

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

Superintendent White will hold his district update until the Joint BOE meeting immediately following this meeting.

#### **Financial Update**

The budget is just under 95% committed for the year. All financial obligations are expected to be met. Replacement of items damaged by water at Central Office has caused an overage in the reports. Insurance proceeds have not been received to cover this, but are expected soon.

#### **Other Items**

##### **Update on School Bus Stop Arm Cameras**

Mr. Grissom discussed the updates from the transportation provider regarding the stop arm cameras. Violations are being tracked and sent to the police. There have been 76 noted violations. A recommendation was made to have this broadcasted through out the town and to the high school students.

##### **Discussion Regarding Process for Superintendent Contract Negotiations**

Discussion held regarding the process. The contract process is different than the evaluation process. The statute (CGS 10-157 and CGS 10-157 (a) was discussed. Mr. Seidman suggested changes to the process. A suggestion was made to have the Supervision District Committee negotiate and vote on the Superintendent contract. Discussion ensued. Mr. White suggested that in this complex governance structure, the whole picture be looked at. Shared goals, accountability and measured success should be considered. Negotiations should be reported to Board members. Mr. Seidman will summarize the discussion and will discuss with all other boards.

#### **Individual BOE reports:**

Essex BOE Chair Seidman shared a general update. The Board of Finance meeting discussed the field bonding.

Chester BOE: Chair Fitzgibbons noted that the Budget was presented to the Board of Selectman and Finance. The Public Hearing and vote is upcoming.

Deep River BOE: Chair Morrissey gave an update. The Science Fair occurred. The playground grant is moving forward. A meeting was held with the Board of Finance regarding the budget.

Region 4 BOE: Chair Sandmann shared a brief update. Budgeting is underway and the referendum is May 2<sup>nd</sup>.

**Committee Reports:**

There were no new Committee Updates to be shared.

**PUBLIC COMMENT**

No Comments made.

**EXECUTIVE SESSION- PERSONNEL – Superintendent’s Contract Negotiations**

Upon a motion duly made and seconded the Supervision District Committee unanimously **VOTED** to go into Executive Session at 6:55pm to discuss a Personnel Issue. Mr. White was invited to attend.

Executive Session ended at 7:03pm. No action was taken.

**FUTURE AGENDA ITEMS**

Supervision District Committee Meeting June 1, 2023 @6:30pm at the JWMS Library.

**ADJOURNMENT:**

On motion duly made and seconded, the Committee VOTED to adjourn at 7:04p.m.

Respectfully Submitted,

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Kelley Frazier, Clerk

05/26/2023 10:11  
9781rgri

REGIONAL SCHOOL DIST # 4  
AP CHECK RECONCILIATION REGISTER

P 1  
apchkrcn

FOR CASH ACCOUNT: 5000 1040

FOR: Cleared and Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
14902	04/06/2023	PRINTED	002419 FRONTIER COMMUNICATIONS		61.34		04/30/2023
14903	04/06/2023	PRINTED	005835 CITIZENS BANK - HEALTH B		101,470.42		04/30/2023
14904	04/06/2023	PRINTED	006719 EVERSOURCE		1,094.46		04/30/2023
14905	04/06/2023	PRINTED	002332 FIRST STUDENTS INC		93,530.84		04/30/2023
14906	04/06/2023	PRINTED	008581 IP GENIE		2,789.55		04/30/2023
14907	04/06/2023	PRINTED	002944 PLAN ADMINISTRATION, LTD		3,093.51		04/30/2023
14908	04/06/2023	PRINTED	008092 QUENCH USA INC		47.30		04/30/2023
14909	04/06/2023	PRINTED	006082 VERIZON WIRELESS		1,562.47		04/30/2023
14910	04/26/2023	PRINTED	002539 ALL WASTE, INC.	49.00			
14911	04/26/2023	PRINTED	002419 FRONTIER COMMUNICATIONS	188.50			
14912	04/26/2023	PRINTED	007556 DIME OIL, LLC	8,215.23			
14913	04/26/2023	PRINTED	008121 ENCORE FIRE PROTECTION	171.20			
14914	04/26/2023	PRINTED	003764 ESSEX PARK AND RECREATION	4,140.00			
14915	04/26/2023	PRINTED	006632 CHRISTOPHER HUTCHINS		107.06		04/30/2023
14916	04/26/2023	PRINTED	003889 KIM JOHNS	69.43			
14917	04/26/2023	PRINTED	008818 LANGUAGE LINE SERVICES, I	7.04			
14918	04/26/2023	PRINTED	002765 LISA LUTZ	315.75			
14919	04/26/2023	PRINTED	004538 OLD SAYBROOK STUDENT ACTI	319.64			
14920	04/26/2023	PRINTED	004980 QUALITY PROPANE, INC	849.63			
14921	04/26/2023	PRINTED	002432 STAPLES ADVANTAGE	52.96			
14922	04/26/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	90,829.70			
14923	04/26/2023	PRINTED	005105 WB MASON	292.36			
14924	05/05/2023	PRINTED	006356 ALPHACARD	209.98			
14925	05/05/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	1,537.43			
14926	05/05/2023	PRINTED	002419 FRONTIER COMMUNICATIONS	256.49			
14927	05/05/2023	PRINTED	005835 CITIZENS BANK - HEALTH B	101,470.42			
14928	05/05/2023	PRINTED	006999 CT COMPUTER SERVICES, INC	2,002.25			
14929	05/05/2023	PRINTED	002164 DECKER EQUIPMENT	491.26			
14930	05/05/2023	PRINTED	007556 DIME OIL, LLC	938.13			
14931	05/05/2023	PRINTED	006719 EVERSOURCE	854.33			
14932	05/05/2023	PRINTED	008581 IP GENIE	2,789.55			
14933	05/05/2023	PRINTED	008092 QUENCH USA INC	47.30			
14934	05/05/2023	PRINTED	003042 SMALLEY, SARAH	1,114.39			
14935	05/05/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	3,535.00			
14936	05/05/2023	PRINTED	006082 VERIZON WIRELESS	1,561.55			
14937	05/19/2023	PRINTED	002539 ALL WASTE, INC.	63.25			
14938	05/19/2023	PRINTED	008698 AMAZON CAPITAL SERVICES	181.36			
14939	05/19/2023	PRINTED	002332 FIRST STUDENTS INC	78,896.51			
14940	05/19/2023	PRINTED	008834 ROBERT GRISSOM	227.66			
14941	05/19/2023	PRINTED	008818 LANGUAGE LINE SERVICES, I	2.56			
14942	05/19/2023	PRINTED	007189 LINDA M LEFANTE	199.99			
14943	05/19/2023	PRINTED	008833 PARTNERS FOR EDUCATIONAL	4,254.00			
14944	05/19/2023	PRINTED	007230 POWER SCHOOL GROUP LLC	2,500.00			
14945	05/19/2023	PRINTED	002436 TREASURER REGIONAL SCHOOL	3,486.82			
14946	05/19/2023	PRINTED	005105 WB MASON	200.07			
45 CHECKS				CASH ACCOUNT TOTAL	312,320.74	203,756.95	

05/26/2023 10:11  
 9781rgri

REGIONAL SCHOOL DIST # 4  
 AP CHECK RECONCILIATION REGISTER

P 2  
 apchkrcn

		UNCLEARED	CLEARED
45 CHECKS	FINAL TOTAL	312,320.74	203,756.95

\*\* END OF REPORT - Generated by Robert Grissom \*\*



Supervision District  
FY 2022-2023 Year-to-Date Report as of 5/26/2023

Object	Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
<b><u>OBJECT 100 - SALARIES:</u></b>							
TOTAL SALARIES		5,406,483	-	5,406,483	4,213,768	1,019,162	173,553
<b><u>OBJECT 200 - EMPLOYEE BENEFITS:</u></b>							
TOTAL EMPLOYEE BENEFITS		1,677,879	-	1,677,879	1,510,412	102,470	64,996
<b><u>OBJECT 300 - PURCHASED &amp; TECHNICAL SERVICES:</u></b>							
TOTAL PURCHASED & TECHNICAL SERVICES		372,047	2,075	374,122	275,484	10,249	88,388
<b><u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u></b>							
TOTAL PURCHASED PROPERTY SERVICES		26,300	-	26,300	25,782	514	4
<b><u>OBJECT 500 - OTHER PURCHASED SERVICES:</u></b>							
TOTAL OTHER PURCHASED SERVICES		1,057,708	-	1,057,708	764,931	279,571	13,206
<b><u>OBJECT 600 - SUPPLIES:</u></b>							
TOTAL SUPPLIES		101,920	-	101,920	99,610	1,956	354
<b><u>OBJECT 700 - PROPERTY:</u></b>							
TOTAL PROPERTY		-	-	-	-	-	-
<b><u>OBJECT 800 - OTHER OBJECTS:</u></b>							
TOTAL OTHER OBJECTS		9,950	-	9,950	8,695	-	1,255
<b>SUBTOTAL</b>		<b><u>8,652,287</u></b>	<b><u>2,075</u></b>	<b><u>8,654,362</u></b>	<b><u>6,898,683</u></b>	<b><u>1,413,923</u></b>	<b><u>341,756</u></b>

Supervision District  
FY 2022-2023 Year-to-Date Report as of 5/26/2023

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
<b>OBJECT 100 - SALARIES:</b>								
5111		Administration	1,012,273	-	1,012,273	885,014	93,348	33,911
5113		Teachers	3,368,810	-	3,368,810	2,412,887	767,777	188,146
5114		Bookkeepers/Secretaries	560,375	-	560,375	461,037	69,538	29,800
5116		Nurse Coordinator Stipend	3,078	-	3,078	1,500	1,500	78
5119		Special Education Para Educators	50,647	-	50,647	76,632	10,180	(36,165)
5120		Management System Admin. & Net Tech	265,125	-	265,125	240,349	34,888	(10,112)
5123		Substitute Teachers	35,000	-	35,000	37,415	-	(2,415)
5124		Substitute Secretary	500	-	500	-	-	500
5133		Other Salary - ESY	108,675	-	108,675	85,576	41,931	(18,832)
5134		Secretary OT	2,000	-	2,000	12,557	-	(10,557)
5135		Board Clerk	-	-	-	800	-	(800)
<b>TOTAL SALARIES</b>			<b>5,406,483</b>	<b>-</b>	<b>5,406,483</b>	<b>4,213,768</b>	<b>1,019,162</b>	<b>173,553</b>
<b>OBJECT 200 - EMPLOYEE BENEFITS:</b>								
5210		Health Insurance	1,217,645	-	1,217,645	1,116,175	101,470	-
5214		Life Insurance	7,080	-	7,080	4,467	-	2,613
5222		MERF	190,320	-	190,320	161,212	-	29,108
5223		FICA/Medicare	163,033	-	163,033	140,950	-	22,083
5250		Unemployment Compensation	5,000	-	5,000	202	1,000	3,798
5260		Worker's Compensation	40,301	-	40,301	33,834	-	6,467
5291		Annuities	54,500	-	54,500	53,574	-	926
<b>TOTAL EMPLOYEE BENEFITS</b>			<b>1,677,879</b>	<b>-</b>	<b>1,677,879</b>	<b>1,510,412</b>	<b>102,470</b>	<b>64,996</b>
<b>OBJECT 300 - PURCHASED &amp; TECHNICAL SERVICES:</b>								
5322		<b><u>Instructonal Program Improvemnet</u></b>						
	1190	Professional Development Programs	30,000	-	30,000	31,441	2,726	(4,167)
	2213	Curriculum Writing	20,000	-	20,000	5,239	-	14,761
	2310	Teacher Course Reimbursment	38,997	-	38,997	17,489	-	21,508
		<b>TOTAL INSTR. PROGRAM IMPROVEMENTS</b>	<b>88,997</b>	<b>-</b>	<b>88,997</b>	<b>54,169</b>	<b>2,726</b>	<b>32,102</b>
5330		<b><u>Other Professional Services</u></b>						
	1116	ESY Summer School	25,000	(14,000)	11,000	4,140	-	6,860
	1207	Management Information Systems/Internet	158,650	14,000	172,650	159,588	5,692	7,370
	1215	Other Professional Services - Sp Ed	-	-	-	696	-	(696)
	2310	Other Professional Services - BOE/Legal/Audit	54,400	-	54,400	52,616	1,831	(48)
	2321	Purchased Services	-	2,075	2,075	2,075	-	-
	2510	Other Professional Services - Consulting Services	45,000	-	45,000	2,200	-	42,800
		<b>TOTAL OTHER PROF SERVICES</b>	<b>283,050</b>	<b>2,075</b>	<b>285,125</b>	<b>221,315</b>	<b>7,523</b>	<b>56,287</b>
<b>TOTAL PURCHASED &amp; TECHNICAL SERVICES</b>			<b>372,047</b>	<b>2,075</b>	<b>374,122</b>	<b>275,484</b>	<b>10,249</b>	<b>88,388</b>

Supervision District  
FY 2022-2023 Year-to-Date Report as of 5/26/2023

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
<b>OBJECT 400 - PURCHASED PROPERTY SERVICES:</b>								
5412		Electricity	8,000	-	8,000	8,696	304	(1,000)
5430		<b><u>Repairs &amp; Maintenance</u></b>						
	1207	General Tech Repairs	3,000	-	3,000	-	-	3,000
	2150	Instructional Repairs	-	-	-	-	-	-
	2321	Central Office Repairs	7,500	-	7,500	10,815	-	(3,315)
		TOTAL REPAIRS & MAINTENANCE	10,500	-	10,500	10,815	-	(315)
5440		<b><u>Leases</u></b>						
	1207	Technology Lease	4,800	-	4,800	3,535	-	1,265
	2321	Central Office Rentals	3,000	-	3,000	2,736	210	54
		TOTAL LEASES	7,800	-	7,800	6,271	210	1,319
<b>TOTAL PURCHASED PROPERTY SERVICES</b>			26,300	-	26,300	25,782	514	4
<b>OBJECT 500 - OTHER PURCHASED SERVICES:</b>								
5510		Daily Transportation	834,242	-	834,242	564,863	268,309	1,070
5513		Sp Ed. In-District Transportation	131,794	-	131,794	89,293	46	42,456
5515		Sp Ed. Extended School Year	29,607	-	29,607	36,904	-	(7,297)
5520		Comprehensive Insurance	4,899	-	4,899	5,179	-	(280)
5530		Communications	25,000	-	25,000	41,713	7,300	(24,014)
5540		Advertising	4,000	-	4,000	633	-	3,367
5580		<b><u>Travel &amp; Conference</u></b>						
	2213	Professional Development - Certified Staff	1,500	-	1,500	1,777	-	(277)
	2321	Central Office Travel & Conference	14,000	-	14,000	14,608	990	(1,597)
	2510	Fiscal Services Travel & Conference	1,000	-	1,000	53	-	947
	2600	Courier Service	11,666	-	11,666	9,909	2,926	(1,169)
		TOTAL TRAVEL & CONFERENCES	28,166	-	28,166	26,346	3,916	(2,096)
<b>TOTAL OTHER PURCHASED SERVICES</b>			1,057,708	-	1,057,708	764,931	279,571	13,206
<b>OBJECT 600 - SUPPLIES:</b>								
5610		<b><u>General Supplies</u></b>						
	2310	Printing & Administrative Supplies	515	-	515	2,647	-	(2,132)
	2321	General Office Supplies	12,875	-	12,875	7,944	964	3,967
	2510	Fiscal Services Supplies	1,030	-	1,030	1,030	-	-
		TOTAL GENERAL SUPPLIES	14,420	-	14,420	11,621	964	1,835

Supervision District  
FY 2022-2023 Year-to-Date Report as of 5/26/2023

Object		Description	2022-2023 Original Budget	2022-2023 Transfers	2022-2023 Revised Budget	2022-2023 Actual Expense YTD	2022-2023 Encumbrances	2022-2023 Available
5611		<b>Instructional Supplies</b>						
	1215	Occupational Therapy Supplies	600	-	600	-	-	600
	1290	Preschool Special Education Supplies	5,100	-	5,100	4,549	-	551
	2113	Social Work Services Supplies	250	-	250	650	-	(400)
	2150	Speech & Language Supplies	400	-	400	-	-	400
	2310	ESY Summer School	3,000	-	3,000	324	-	2,676
		<b>TOTAL INSTRUCTIONAL SUPPLIES</b>	<b>9,350</b>	<b>-</b>	<b>9,350</b>	<b>5,522</b>	<b>-</b>	<b>3,828</b>
5613		Maintenance Supplies	1,000	-	1,000	-	-	1,000
5624		Heating Fuel	5,500	-	5,500	5,298	202	-
5626		Diesel Fuel	70,000	-	70,000	77,169	791	(7,960)
5641		<b>Textbooks &amp; Workbooks</b>						
	1290	Preschool Special Education	500	-	500	-	-	500
	2113	Social Work Services	250	-	250	-	-	250
	2140	Psychologist Testing	400	-	400	-	-	400
		<b>TOTAL TEXTBOOK &amp; WORKBOOKS</b>	<b>1,150</b>	<b>-</b>	<b>1,150</b>	<b>-</b>	<b>-</b>	<b>1,150</b>
5642		Professional Books	500	-	500	-	-	500
<b>TOTAL SUPPLIES</b>			<b>101,920</b>	<b>-</b>	<b>101,920</b>	<b>99,610</b>	<b>1,956</b>	<b>354</b>
<b>OBJECT 700 - PROPERTY:</b>								
5730		Equipment	-	-	-	-	-	-
<b>TOTAL PROPERTY</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OBJECT 800 - OTHER OBJECTS:</b>								
5810		<b>Dues &amp; Fees</b>						
	2222	Library Dues & Fees	350	-	350	319	-	31
	2321	Superintendent's Office Dues & Fees	8,500	-	8,500	8,148	-	352
	2510	Fiscal Services Dues & Fees	1,100	-	1,100	228	-	872
		<b>TOTAL DUES &amp; FEES</b>	<b>9,950</b>	<b>-</b>	<b>9,950</b>	<b>8,695</b>	<b>-</b>	<b>1,255</b>
<b>TOTAL OTHER OBJECTS</b>			<b>9,950</b>	<b>-</b>	<b>9,950</b>	<b>8,695</b>	<b>-</b>	<b>1,255</b>
<b>SUBTOTAL</b>			<b><u>8,652,287</u></b>	<b><u>2,075</u></b>	<b><u>8,654,362</u></b>	<b><u>6,898,683</u></b>	<b><u>1,413,923</u></b>	<b><u>341,756</u></b>



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

Page 1 of 3

**AGREEMENT CONCERNING THE ESTABLISHMENT AND OPERATION OF AN  
INTERIM COLLABORATIVE PRESCHOOL PROGRAM**

THIS COLLABORATIVE PRESCHOOL PROGRAM AGREEMENT, (“Agreement”) is entered into on Feb. 13, 2008 by and among the undersigned boards of education of Chester, Deep River, Essex (collectively, the “Boards), and the Regional Supervision District Committee.

WHEREAS, this Agreement is entered into pursuant to the authority granted by Connecticut General Statute Section 10-158a, which allows two or more boards of education to agree in writing to establish cooperative arrangements to provide special services, programs or activities to enable such boards to carry out the duties specified in the general statutes.

WHEREAS, the said Boards are desirous of establishing a cooperative arrangement regarding the operation of a collaborative preschool program (the “Program”) to provide educational services to identified resident special education children ages three through five as required by State and Federal law.

NOW, THEREFORE, the Boards, intending to be legally bound, hereby agree as follows:

1. Each of the individual undersigned boards of education remains responsible for meeting the requirements of State and Federal law to the identified resident special education children of their respective Towns.
2. The Regional Supervision District Committee established by the Interdistrict Agreement entered into on September 28, 2000 by the Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education, shall be responsible for the oversight and management of the Program.
3. This Agreement incorporates by reference the terms of the Interdistrict Agreement, including, but not limited to the authority and general powers of the Regional Supervision District Committee.
4. The teachers and staff dedicated to the Program shall be employees of the Regional Supervision District Committee. The Director of Pupil Services shall be responsible for oversight, staff supervision, evaluations, and general management of the Program. The school-based administrator for the school in which the program is housed shall be responsible for daily operations of the Program.
5. Each of the individual undersigned Boards shall be responsible for providing transportation through the Supervision District Committee for identified special education students participating in the Program consistent with the Interdistrict Agreement entered into on September 28, 2000.

6. Notwithstanding the provision of this Agreement to the contrary, the costs associated with housing and improvements associated with the Program should renovations and/or alternative space construction be necessary shall be based on the Average Daily Membership (ADM) among the participating Boards. *(For the purpose of determining shared costs for the subsequent school year, ADM = total number of students in each district K-6 or 7-12 based upon the October 1 census of the current year + PK special needs students (minus typical peers) assigned to the home district + students educated out of district assigned to the home district (special education, vocational agriculture) not including students attending Technical High Schools and Adult Education.)*
7. The Essex Board of Education has agreed to be the host district of the Program on an interim basis, providing two classroom spaces and an auxiliary space to the collaborative preschool program. Any addition to these space needs shall require a vote of the Essex Board of Education, which may decline to provide such additional space.
8. The Essex Board of Education shall not be obligated to accept more than 70 students in this Program including typical peers and in no case shall be obligated to provide more space than that which is provided in section 7 of this agreement.
9. The Essex Board of Education shall evaluate its participation as the host community each October while this agreement is in effect.
10. The undersigned Boards of Education recognize that the Essex Elementary School has limited space to host the program. Should The Essex Board of Education determine that elementary programs are negatively impacted by the space needs of the collaborative preschool program, the undersigned boards will discuss and act upon alternative space solutions.
11. The undersigned Boards of Education agree to promptly form a long-term plan for the collaborative pre-school program.
12. The Program is required by State and Federal law to provide the minimum of a one to one ratio of students with disabilities to students without disabilities otherwise known as "community children." This one to one ratio is accomplished through the participation of community children from the respective towns in the Program on a tuition\* basis. The host district in which the Program is housed shall have the benefit of providing the Program to community children who reside in the host community tuition-free, and priority shall be given to such community children from the host district, who meet specific criteria and can provide the necessary benefit to the program to support the educational programs of our disabled students
13. In accordance with Connecticut General Statute Section 10-158a(b), any of the undersigned Boards of Education may withdraw from this Agreement provided it gives written notice of its intent to do so by October 31<sup>st</sup> to each of the other Boards. The withdrawal would be effective at the start of the next academic year.
14. The Boards of Education may amend this agreement.
15. This agreement shall expire on June 30, 2013. It may be renewed in one-year increments, with said renewal to be approved no later than June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have authorized their designated representatives to set their hand this 13<sup>th</sup> day of February, 2008.

Chester Board of Education

Pamela M. Christman  
Chairperson Pamela Christman

Deep River Board of Education

Lori Lenz  
Chairperson Lori Lenz

Essex Board of Education

Lon Seidman  
Chairperson Lon Seidman

Regional Supervision District Committee

Terry Stewart  
Chairperson Terry Stewart

**Background**

Chester, Deep River and Essex jointly employ the Superintendent of schools through the Supervision District. Employing the Superintendent through a committee is authorized under CGS 10-157(a) which specifically deals with the sharing of a Superintendent of Schools:

The boards of education of any two or more towns, or the board of education of any regional school district and the board of education of one or more of the towns comprising the district, or a committee formed and authorized by agreement of such boards on behalf of such boards may jointly employ a superintendent of schools, and said superintendent of schools shall have the powers and duties for each of said boards as provided in section 10-157.

The law gives the committee authority to develop and approve a contract of employment:

Such boards of education or such committee shall specify in a written agreement the term of office of such superintendent, which shall not exceed three years, and the proportionate share and limits of authorized expenditures for the salary of such superintendent and other necessary expenses, and any other pertinent matters, and shall provide for the evaluation of the superintendent pursuant to section 10-157

Our Supervision District agreement does not have language specific to an employment agreement so the practice has varied throughout the years. However the committee was authorized under 10-157a to conduct the process as it sees fit to do so. Single board districts do need to vote as a group to approve an employment agreement.

Currently the Supervision agreement only refers to the "Election of Superintendent" and the "Evaluation of the Superintendent:"

3.2 Election of Superintendent. The election of a Superintendent of Schools shall be a function of the four Boards of Education acting in concert, not the Committee. Such election shall be in accordance with the provisions of Connecticut general Statute 10-157a. Should the need arise for the election of a Superintendent, the Boards acting in concert shall determine the search process.

3.3 Evaluation of Superintendent. The Superintendent shall be evaluated annually by the several Boards of Education, using a process mutually agreed upon by the Superintendent and the Boards, and in accordance with Connecticut General Statute 10-157a.

It should be noted that CGS 10-157 stipulates the election is a function of Boards, which is why the Supervision agreement requires the boards to each vote separately. However 10-157(a) gives the committee the authority to negotiate the contract.



In the absence of a contract process in the Supervision agreement the Superintendent's Contract does have language referring to a renewal process:

The term of this Agreement is for three years. The Superintendent, the Member Boards and the District agree that they shall adhere to the following procedures to extend the Superintendent's employment under this contract for an additional period of three years: prior to the end of the first year of a three year agreement, the District at the request of the Superintendent may vote for a new three year agreement.

It should be noted that the Superintendent's contract refers to the "District" as the Supervision District and refers to the boards as "Member Boards."

The Boards' only direct employee is the Superintendent of Schools. We have a good existing practice for collecting and processing feedback for the purposes of evaluation. In almost every school district, including ours, the Board Chair as the elected representative of the board members is the day-to-day liaison between members and the Superintendent.

Few, if any, boards throughout the state involve the entire board in the contract negotiation. Most leave that task either to the Board Chair, the Board Executive committee, or appoints a small committee that reports back to the main body. It should be noted that all single board districts are required to vote to *approve* the contract unless they are part of a collaboration per 10-157(a).

Because of our unique configuration the following proposal is being made for your consideration. (next page):

**Proposal:**

1. Amend the Supervision District Agreement to reflect the following:
  - a. At the April meeting of the Supervision District an executive session will be held to give the Superintendent the opportunity to discuss the year in review (per policy). This meeting will also give the Superintendent the opportunity to propose any changes to their contract and help set expectations for a contract negotiation.
  - b. Per policy, a formal evaluation meeting is held with the Board Chairs and the Superintendent in June prior to the regularly scheduled Supervision District meeting. At that meeting the Board Chairs and Superintendent may negotiate and draft a renewed contract for consideration.
  - c. At the regular Supervision District meeting in June the Board Chairs will present the proposed contract renewal to the Supervision District members for discussion and vote. Should the vote be approved, the contract will be sent to the Member Boards for their approval. Should all boards approve the contract will be in effect on the renewal.
  - d. In the case of a newly elected Superintendent, the Board Chairs will meet with the candidate to negotiate the initial contract. The Supervision District will vote to approve the contract which will then be sent to Member Boards for their approval. Should all boards approve the contract will be in effect on the renewal.