

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

REGION 4 BOARD OF EDUCATION

Date: September 01, 2022

Regular Meeting – REMOTE MEETING held

(To view a recording of this meeting, please visit our website www.reg4.k12.ct.us and select “Remote Meeting Recordings” under the BOARD OF EDUCATION Heading)

Attendance:	<u>Region 4 BOE</u>	<u>Administration:</u>	<u>Other:</u>
(√ = attended)	Kate Sandmann	Brian White	√ DRA Representatives:
	Jane Cavanaugh	√ Sarah Brzozowy	√ Greg Smolley & James Barrett
	John Stack	√ Bob Grissom	√ Richard Strauss
	Rick Daniels	√	
	Alex Silva	√	
	Lon Seidman	√	
	Lol Fearon	√	
	Jennifer Clark	√	
	Vacancy		

Call To Order and Verbal Roll Call: 7:00 p.m. by Vice Chair Cavanaugh

Vice Chair Cavanaugh shared that Lori Ann Clymas recently resigned from the Board after several years of valued service. Richard Strauss is in the process of being appointed to fill that vacancy and is joining the meeting this evening, as an observing guest, in preparation for joining the board.

Items / Discussion

Public Comment – there were no comments.

Consent Agenda

On motion duly made and seconded, the Board unanimously **VOTED** to approve the consent agenda consisting of the minutes from the Annual Meeting of May 02, 2022; the Regular Meeting of May 05, 2022; the Special Meeting of May 17, 2022; the Special Meeting of May 26, 2022; and the Accounts Payable report.

Student Representatives Report

There were no student reports this evening.

Superintendent’s Report

Superintendent Brian White shared an update on a number of items including:

He gave a thanks all staff for an outstanding opening to the school year today;

He recognized that there were some school transportation disruptions today caused by the unexpected start of roadwork due to miscommunication between the state and our municipalities. This caused some delays this morning and afternoon that we were unable to plan for, but he wanted to thank our town officials and local law enforcement community for their help in addressing these issues;

He shared that the central office administration had worked closely with our bus company and our local law enforcement community over the summer. He was pleased to share that exterior cameras have been installed on all of our buses and First Student has provided training to drivers over the summer;

He discussed COVID-19 mitigation measures as we continue to follow DPH and local health guidance. A detailed communication was shared with families and staff on August 26th and we will be following this guidance throughout the year, barring any recommended changes. We will also be adding a data dashboard on our website this year;

The strategic planning process that we started last year, with all stakeholders, will continue this year. The next step will be a recently confirmed Joint BOE retreat to be held Saturday, September 24th at JWMS. An e-mail and agenda regarding this retreat will be sent to BOE members soon;

He shared an update regarding the 5 contract negotiations that will be occurring this year;

He shared an update regarding school safety and security, noting that we are very fortunate that we have some very well established and consistent practices across all of our schools with respect to building security. Additionally, each of our 5 schools have 2 building-based committees (a building safety committee and a school security committee) that run consistently, per statute.

We did go out to RFP to select a firm to conduct a school safety and security audit from which we only received two responses. The Joint BOE RFP Committee met over the summer and decided not to go forward with either firm. He and Finance Director Grissom have reached out to other districts in the state to get some recommendations for firms that other districts have worked with in the past. They are in the process of gathering that information and will bring recommendations back to the boards regarding potential firms that will be able to help us with that planned work.

He also shared that later in the year, we plan to reconvene a district-wide committee to understand the recommendations and outcomes that will come from the security audit. The committee will work to determine an action plan and any budgeting recommendations for the boards to consider.

Additionally, planning work for the JWMS secured entry project continued over the summer and Mr. Grissom and the Building Committee will be sharing an update later this evening.

The Board had time to ask questions. Mr. Daniels offered that he is willing to sit in on the building-based committees as a board representative.

Superintendent White continued sharing updates regarding the following:

Later this evening, a capital projects update will be shared by Mr. Grissom during his report. Also, representatives from Drummey Rosane Anderson (DRA) are here this evening to share a presentation on their recently completed building study;

There was one specific capital project that he did want to share more information about in his report and that was the VRHS tennis courts, as there has been community interest in this project over the summer. Superintendent White reminded the board that an emergency \$40,000 temporary repair was completed last year to make the courts playable for our teams in the spring, who then went on to have successful seasons. Since that time Senator Norm Needleman was able to advocate for our schools through the state budgeting process to secure \$300,000 in state funding that could be used towards more permanent repairs to our courts. This generated a lot of interest in the community, but may have led to some misunderstanding in the community about the access to those funds. Although the state budget has a line item that earmarks \$300,000 to be used towards VRHS tennis court repairs, we have not yet received any information from the State of Connecticut about how to access those funds. Superintendent White reported that he has been working directly with Senator Needleman to better understand the state's expectation regarding the distribution of those funds. Just last evening, he and Senator Needleman were able to talk with a representative from the Connecticut State Department of Administrative Services (DAS) and learned that the state has yet to develop a process by which we can access those funds.

But they did learn some important information during that call. In order to receive those funds, the district will have to go through some sort of process, still to be determined, by which we will need to submit a proposal and

application (presumably to DAS, but that's not confirmed yet either), for review. Upon approval of the application the district would be eligible to receive that funding. One challenge has been that we have received very little information from the state, until just recently. The other challenge the district has is that there is a narrow, and narrowing window to address the surface of the courts. We do have some cost estimates for completing some additional temporary (3-5 year life) repair work. Although that repair work would not be a permanent solution, it would give us some time to have a playable surface while we work through the bonding needs of the district. In order for that additional repair work to occur, because it is an asphalt surface, it has to be done in warmer weather, so essentially during this fall, in order for courts to be ready this spring. We did put out an RFP to get a cost estimate for this work and it looks to be in the \$80,000-\$100,000 range to complete this work. Under the circumstances, provided our application is approved and we qualify to receive the earmarked funding, we would plan to do that work using the funds earmarked by the state. It is worth noting that the entire replacement of those courts is estimated to cost between \$800,000 to well over \$1,000,000. That estimate is based on the report done by the BSC Group report during our athletic grounds and facilities study from about 3 years ago, and has also been more recently reaffirmed by other vendors who have assessed the condition of those courts.

The Board was given time to ask questions.

Mr. Seidman asked if the recommendation would be to go ahead and make the repairs and then get reimbursed from the state funding? Superintendent White replied that no, if we try to do it ahead of the process with the state, that would be a mistake, as that would make us ineligible for the funds. Instead, as we just learned in the call last evening, in order to access those funds we will have to submit a proposal; the state has to approve it; and we would then obtain what DAS referred to as a contract with the state. Upon state approval we would go ahead and execute the project and the state would, at that time, disburse the funds to cover the costs, up to \$300,000. But, it is important to note that we still have nothing concrete in writing and we are awaiting further guidance from the state on the process that we will need to complete.

Mr. Daniels asked about court replacement vs. court repair. He asked how long the earmarked \$300,000 would be available to us to use if we decided to use it towards a replacement project. Superintendent White replied that it is our assumption that the funds may have to be utilized in this fiscal year, but we are awaiting guidance from DAS regarding that issue. We are also looking into whether or not the state would allow the funds to be used for other athletic projects in order to allow us to use the full earmarked amount, but we will need a determination from the state.

Vice-Chair Cavanaugh asked if we have a timeline yet for this project. Superintendent White replied that we do not and we're really relying on Senator Needleman to help the district move this along through the state. We do have a meeting scheduled for Sept. 8th with DAS to better understand what the state will be needing from us. In the meantime, our finance office is working to gather as much information as possible prior to that, but we won't find out what the state really needs from us until that meeting, at the earliest. However, we are working to be able to move as quickly as possible, once we know what is required of us. He will keep the Board informed with any new updates that occur.

Mr. Fearon shared his observations about competing interests in the needs of different athletic facilities. He hopes to move forward more quickly with a comprehensive, coherent approach to the various athletic facilities issues.

Superintendent White noted that this evening we will be hearing from the DRA Group regarding outcomes from their recent building study that will help to inform board decisions for upcoming capital needs. In addition to moving ahead with the work to address the needs of the athletic facilities we may have some short term academic facilities needs for both JW and VR that we would want to be thoughtful about in terms of an overall bonding effort. Recently we sent out a request to our towns to appoint, per policy, their representatives for the Region 4 Grounds and Buildings Maintenance Oversight Committee. This group will be used to help review recommendations for a more comprehensive plan. Our timeline is to complete that plan by the end of December in order to help inform the communities about various bonding needs, and to inform the board about budgeting needs for next year. We also have put out an RFP for Municipal Advisor services in anticipation of this upcoming work;

Finally, Superintendent White share an update regarding the Falls Landing Property that is currently under contract. We reached out for a status update from both our realtor and legal counsel and have been informed, on both fronts, that things are progressing on schedule, in accordance with the contract.

The Board had another chance to ask Superintendent White questions.

Mr. Daniels asked questions about conversations with our legal bond counsel, Matt Ritter, as well as the process by which an RFP for a Municipal Bond Advisor was posted. Treasurer John Stack shared some clarifications and background information, as did Superintendent White. Mr. Stack noted that there will be full engagement not only by the Board, but through the towns throughout the bonding process, further stating that is why we need help going through the process, hence the need to secure a municipal advisor.

Assistant Superintendent's Report

Dr. Brzozowy shared just a brief statement on how great the opening of school was today. She said it was wonderful to see staff and kids happy to be back in the buildings. She echoed the sentiment of the Superintendent and thanked our staff and local community for a great first day of school;

Finance Office Report

Finance Director Bob Grissom reviewed enclosures regarding the End-of-Year Financial Status Report; Current Year-to-Date Financial Status Report; Cafeteria Fund Update; and Medical Reserve Tracking. He also shared an update regarding ongoing grants. The Board had a chance to ask questions after each report.

Mr. Daniels asked about current staffing levels. Superintendent White shared the current status for all of our districts. He noted that we are not dissimilar to other districts across the state and country, who are challenged by staffing and substitute levels, but we are fortunate to be in a fairly good positions, all things considered.

Mr. Grissom also shared an update on the three recently closed and reviewed RFPS, including Safety and Security Audit; IT Audit; and Asset Management. He also briefly discussed 2 RFPs that are currently open for a Municipal Bond Advisor and for possible repair work to be done on the tennis courts.

Mr. Grissom also shared some updates on capital projects work either done over the summer or still in progress on curbs, sidewalks, and parking lot line painting at JWMS and VRHS. He also shared that we were able to complete some HVAC repairs over the summer at JWMS and VRHS. Additionally, the planned district-wide phone system update has occurred and has been functioning without any known issues.

Mr. Grissom also shared that over the summer the JWMS Secured Entry Project was approved for a 47.5% reimbursement rate. He asked Rick Daniels, R4 BOE member and Chair of the JWMS Security Project Building Committee, to share any updates he would like.

Mr. Daniels shared that the building committee had a very productive meeting with the state this week wherein they reviewed exactly what will be needed to be accomplished by the building committee and the board in order to get to a planned, end of October, meeting with the state in the hopes of getting approval to move to the next stage of putting out bids and moving to the completion of the project to the district level.

Vice-Chair Cavanaugh asked R4 BOE Treasurer John Stack if he had any updates he wished to share with the Board. He had nothing new to report.

Principals Reports

There were no principal reports this evening

Other Items:

Representatives from Drummey Rosane Anderson (DRA), James Barrett and Greg Smolley, shared a presentation on their building study outcomes for Region 4 owned buildings including John Winthrop Middle School, Valley Regional High School, and the Central Administrative Office Building (see attached)

Mr. Grissom shared information regarding a possible donation from the Safe Grad Committee to be used to benefit the senior class, perhaps with improvements to the senior courtyard.

On motion duly made and seconded, the Board unanimously VOTED to accept the donation of \$2000 from the Safe Grad Committee to be used at the discretion of administration.

Committee Reports:

All Joint BOE Committees will resume meeting in October.

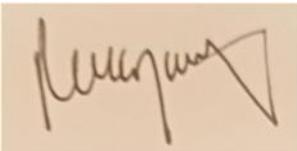
Public Comment: Board member Lon Seidman read a letter from Essex resident, Larry Freundlich, who was unable to attend this evening's meeting but requested that his letter be shared with the board. His letter asked the Board to consider working collaboratively with the communities and parks and recreation in each town to develop dual tennis/pickle ball courts for the use of students and community members during the reconstruction of VRHS tennis courts.

FUTURE AGENDA ITEMS:

- Joint BOE Retreat Saturday, September 24, 2022 @ 9:00 a.m. – Noon @ JWMS
- Joint BOE Meeting Thursday, October 06, 2022 @ 7:00 p.m. *(R4 will stay in session as needed)*
- Regular Region 4 BOE Meeting Thursday, November 03, 2022 @ 7:00 p.m.

ADJOURNMENT: On motion duly made and seconded, the Board unanimously **VOTED** to adjourn at 9:08 p.m.

Respectfully submitted,

A rectangular area containing a handwritten signature in brown ink, which appears to read "Rick Daniels".

Rick Daniels, Secretary
Regional District #4 Board of Education

Regional School District #4

COMMITTED TO EXCELLENCE

SCHOOL FACILITIES PHYSICAL
CONDITIONS ASSESMENT

1 September 2022

DRA

Regional School District #4 Schools

6 BUILDINGS | 3 ES | 1 MS | 1 HS

DISTRICT OFFICES



RSD #4

Winthrop Road, Deep River

ELEMENTARY SCHOOLS



Deep River Elementary School | K-5

12 River Street, Deep River



Chester Elementary School | PK-5

23 Ridge Road, Chester



Essex Elementary School | K-5

108 Main Street, Centerbrook

MIDDLE SCHOOL



John Winthrop Middle School | 6-8

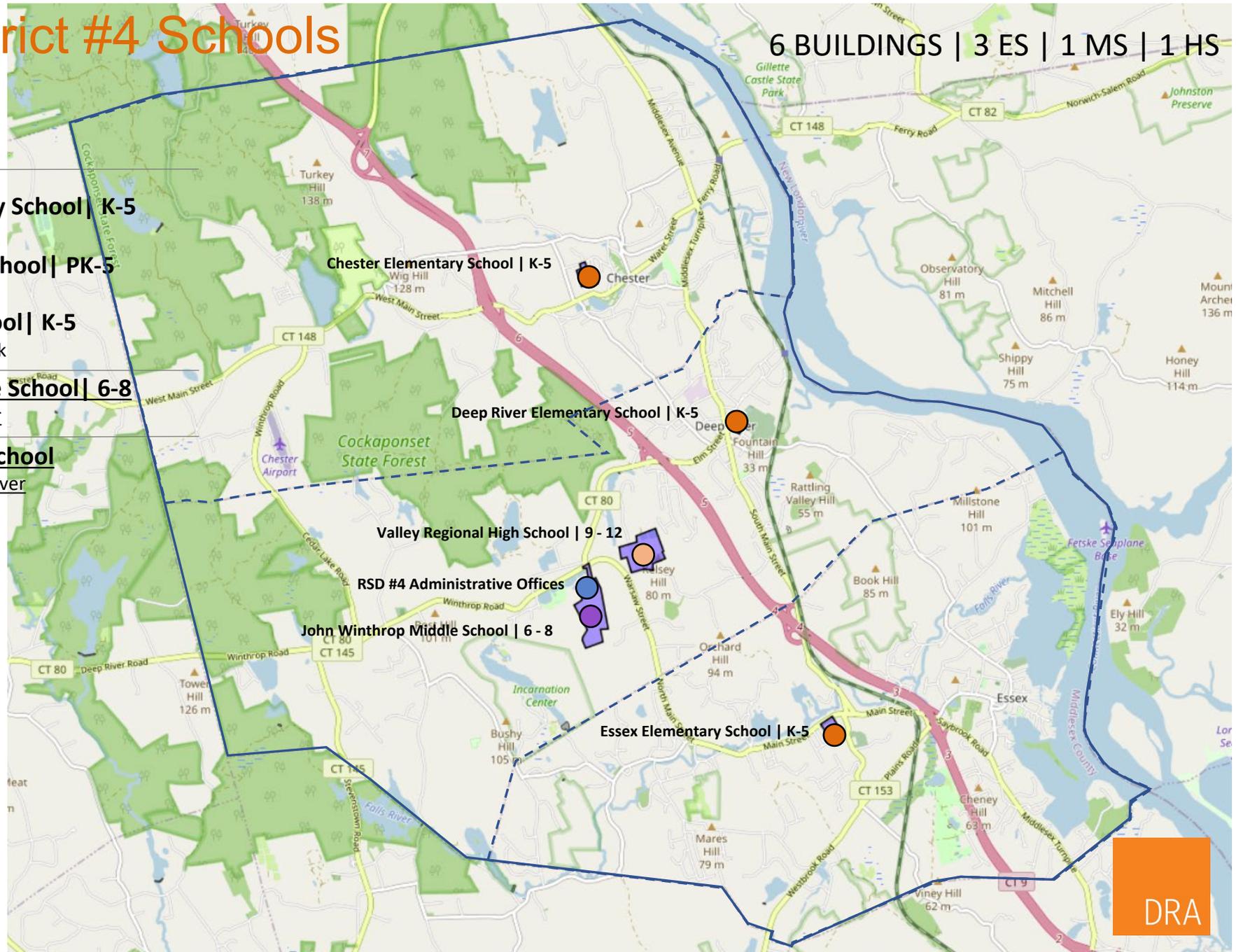
1 Winthrop Road, Deep River

HIGH SCHOOL



Valley Regional High School

256 Kelsey Hill Road, Deep River



DRA

Physical Conditions Assessment



BEST

District Offices | Administrative
Winthrop Drive

Essex Elementary School | PK - 5
108 Main Street

Valley Regional High School | 9 - 12
256 Kelsey Hill Road

Deep River Elementary School | PK - 5
12 River Street

ACCEPTABLE

Chester Elementary School | PK - 5
23 Ridge Road

POOREST

John Winthrop Middle School | 6 - 8
1 Winthrop Drive



Agenda – 1 September 2022

1. Regional Building Assessments

- Administrative Office
- Valley Regional High School
- John Winthrop Middle School

2. Cost Projections

- District-Wide

Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices

- Roof at ~50% life remaining
- Mortar deterioration
- Staining to walls
- Not ADA compliant
- Deteriorated walkways
- Crosswalk not compliant



Facilities Assessment – Administrative Offices

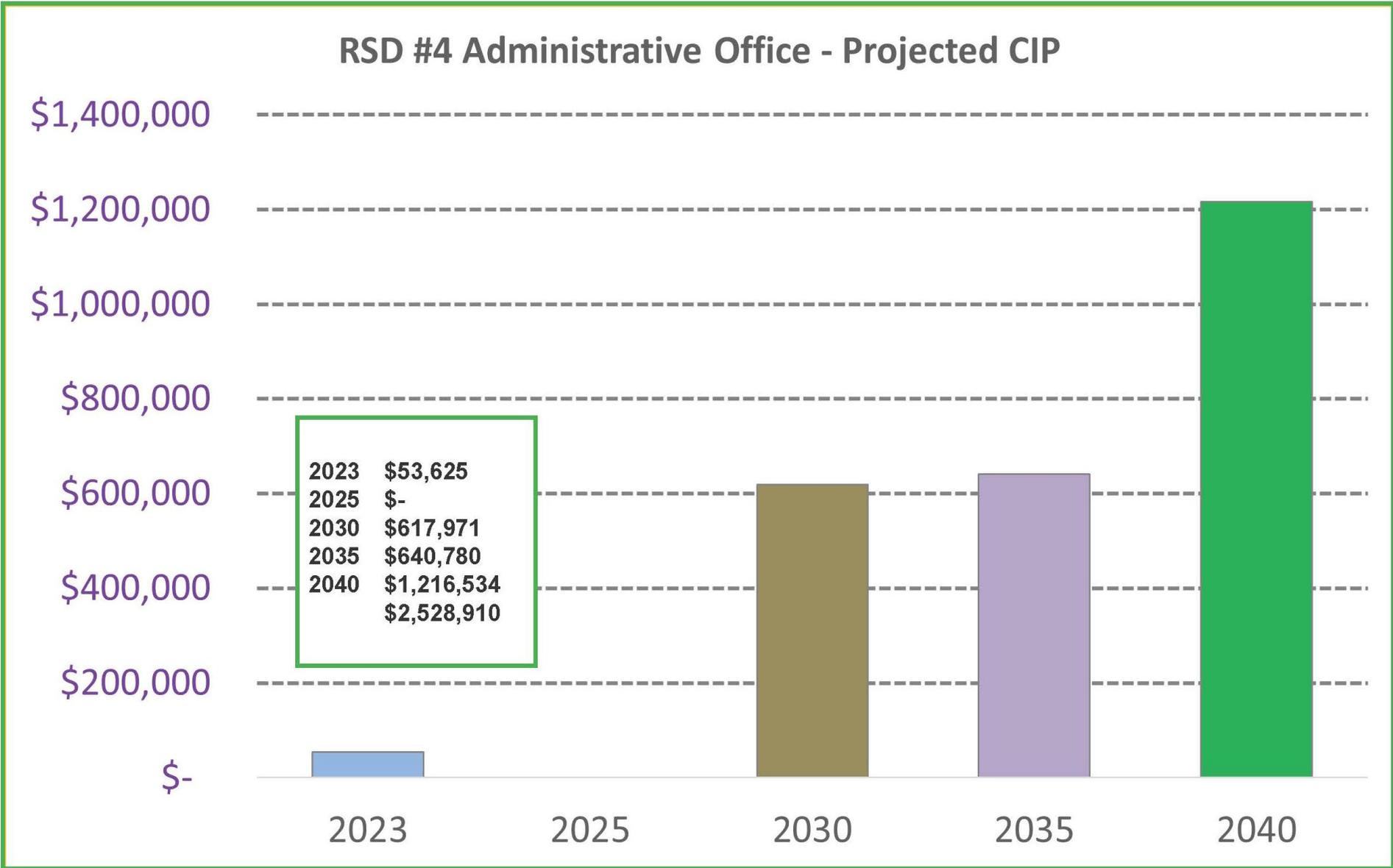
- Roof at ~50% life remaining
- Mortar deterioration
- Staining to walls
- Deteriorated walkways
- Overall good condition inside
- MEP System aging but good
- Water heater almost new



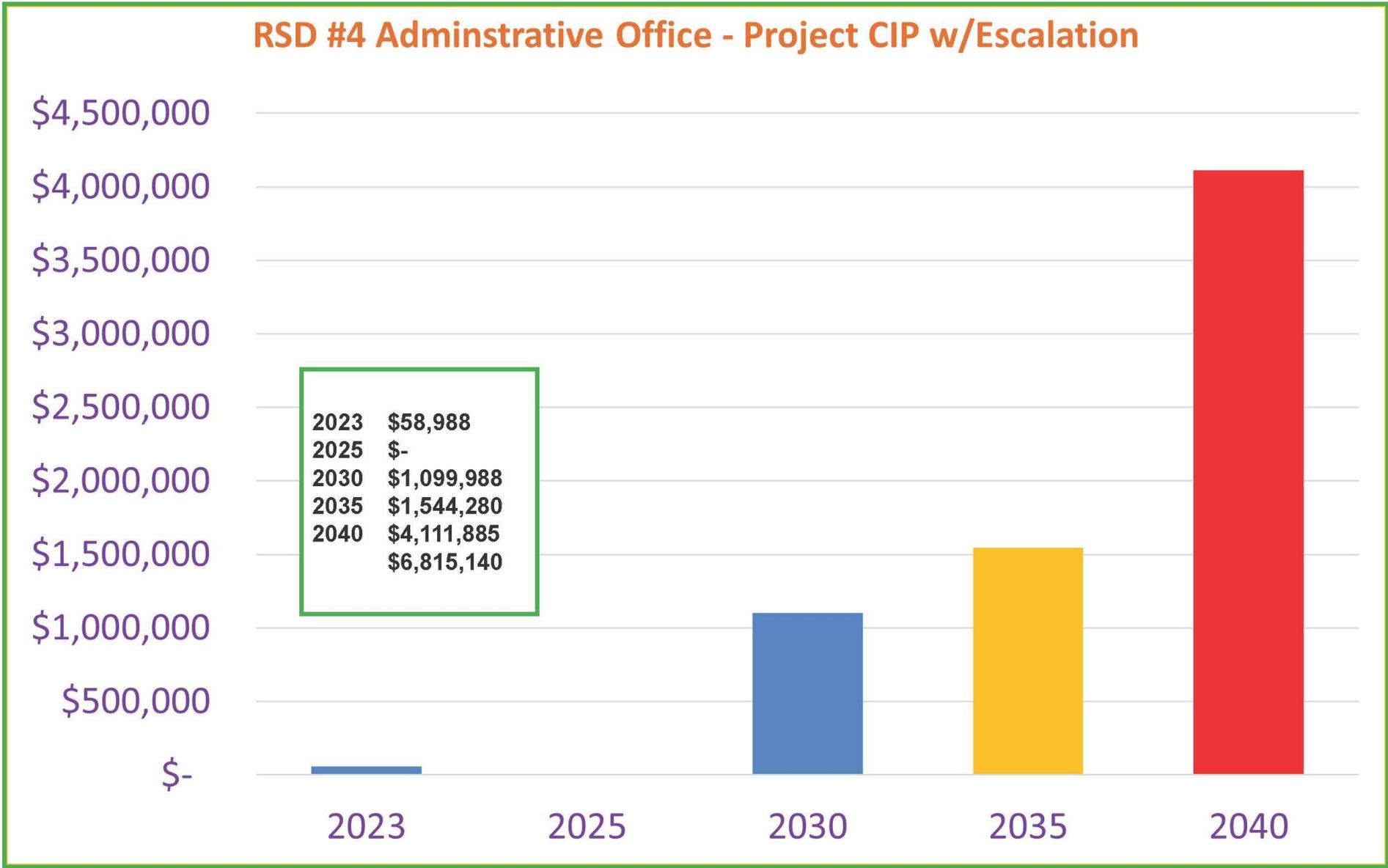
Assessment Summary

- Facility is overall very good condition
- ADA compliance issues need to be addressed
- Water heater new in 2019
- MEP systems are approaching end of service life
- Roof is approaching end of service life
- Mortar and sealant deterioration should be watched

Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices



Facilities Assessment – Administrative Offices

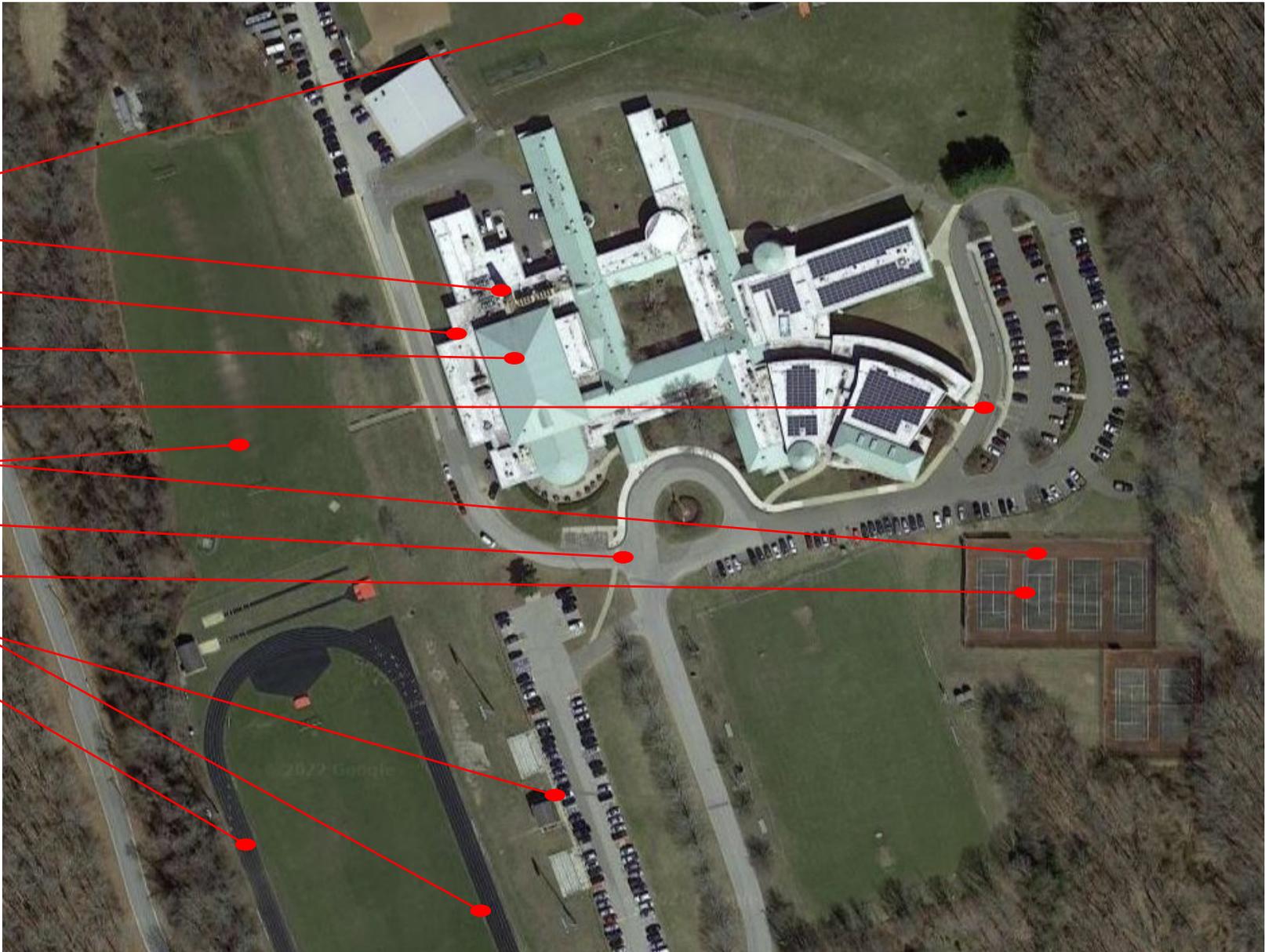


Facilities Assessment – Valley Regional High School

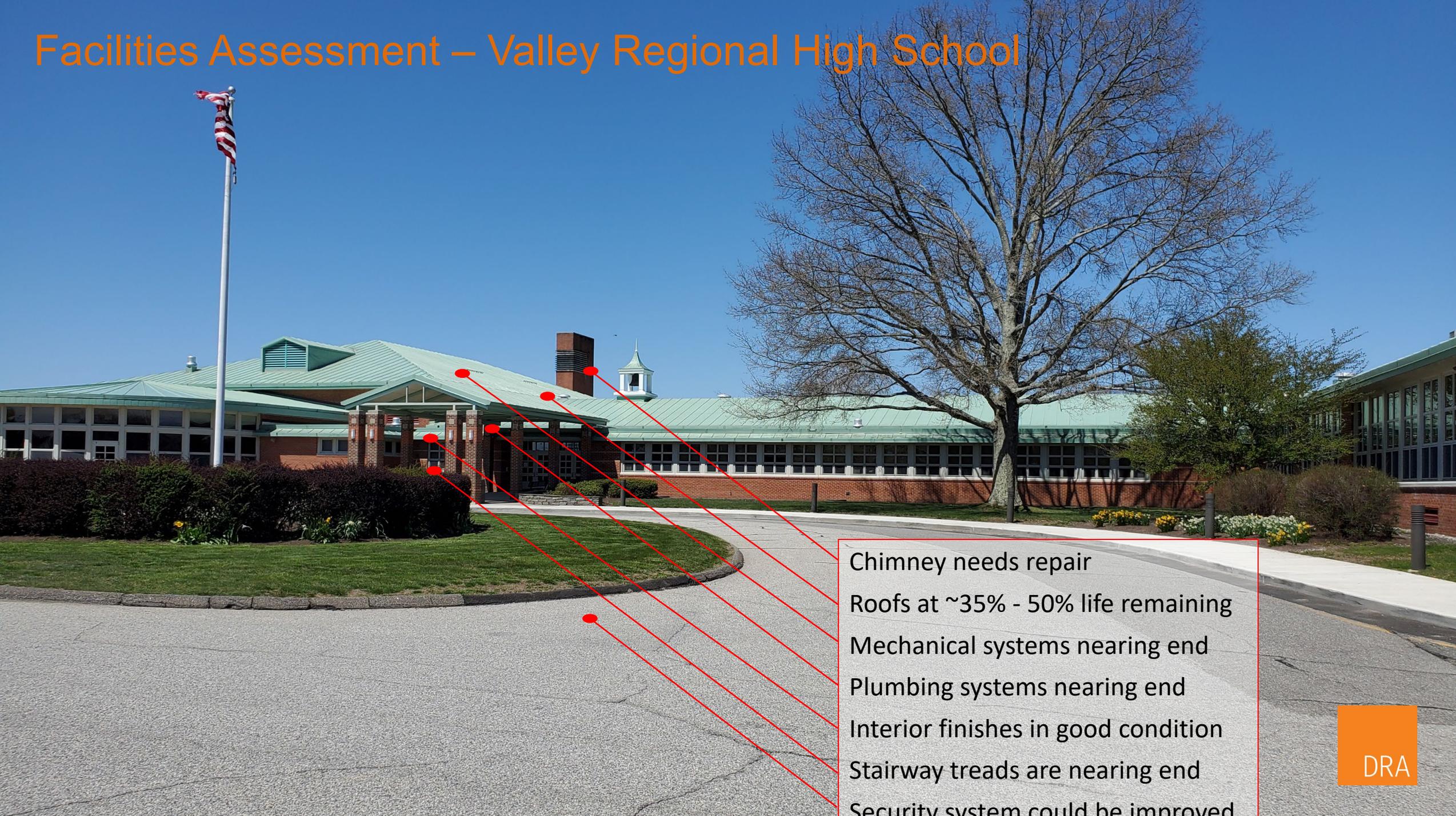


Facilities Assessment – Valley Regional High School

- Not ADA compliant
- Chimney is deteriorating
- Roof at ~35% life remaining
- Roof at ~50% life remaining
- Crosswalk not compliant
- Not ADA compliant
- Crosswalk not compliant
- Surface deteriorating
- Not ADA compliant
- Track surface deteriorating

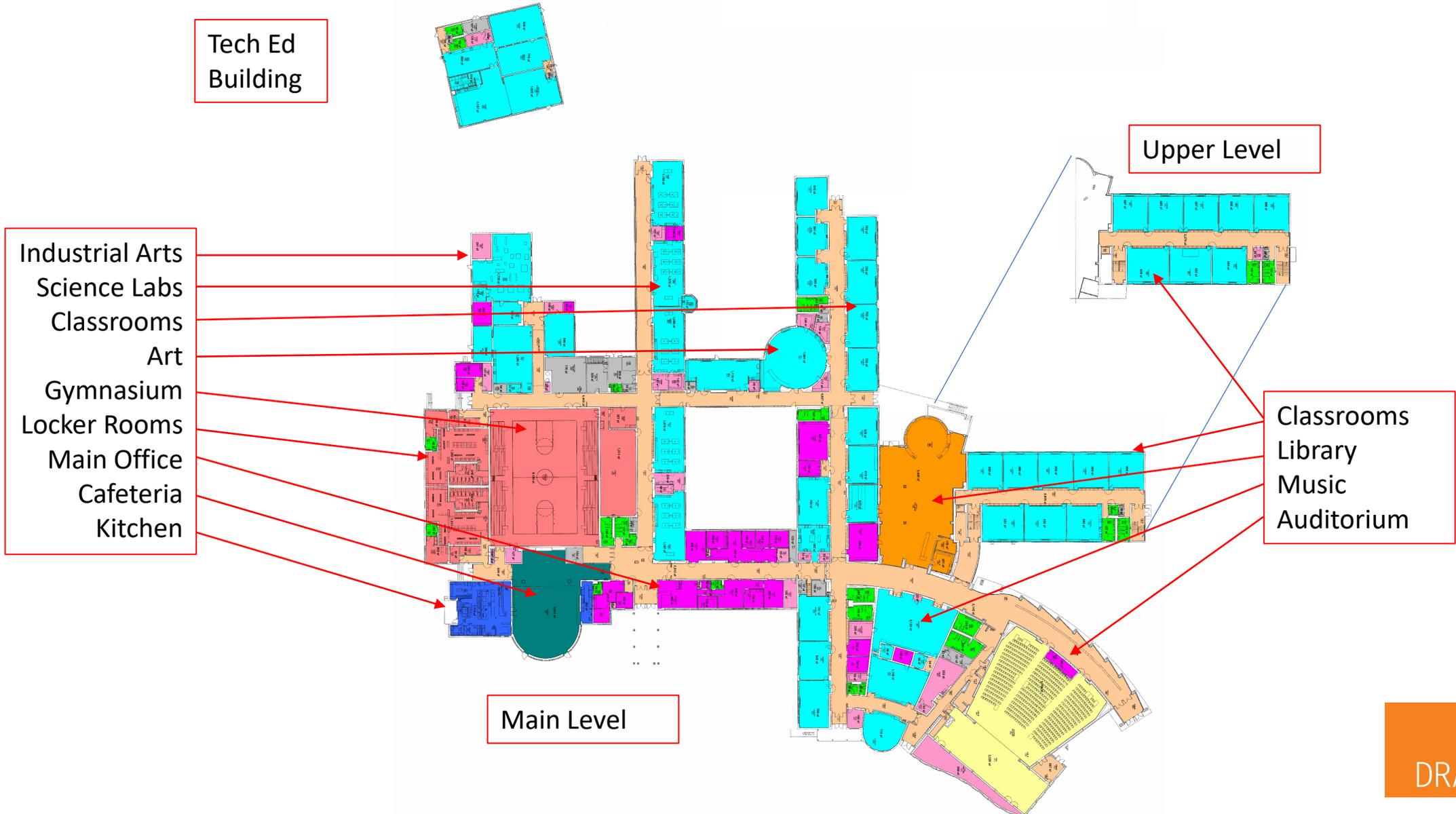


Facilities Assessment – Valley Regional High School



- Chimney needs repair
- Roofs at ~35% - 50% life remaining
- Mechanical systems nearing end
- Plumbing systems nearing end
- Interior finishes in good condition
- Stairway treads are nearing end
- Security system could be improved

Facilities Assessment – Valley Regional High School



Assessment Summary

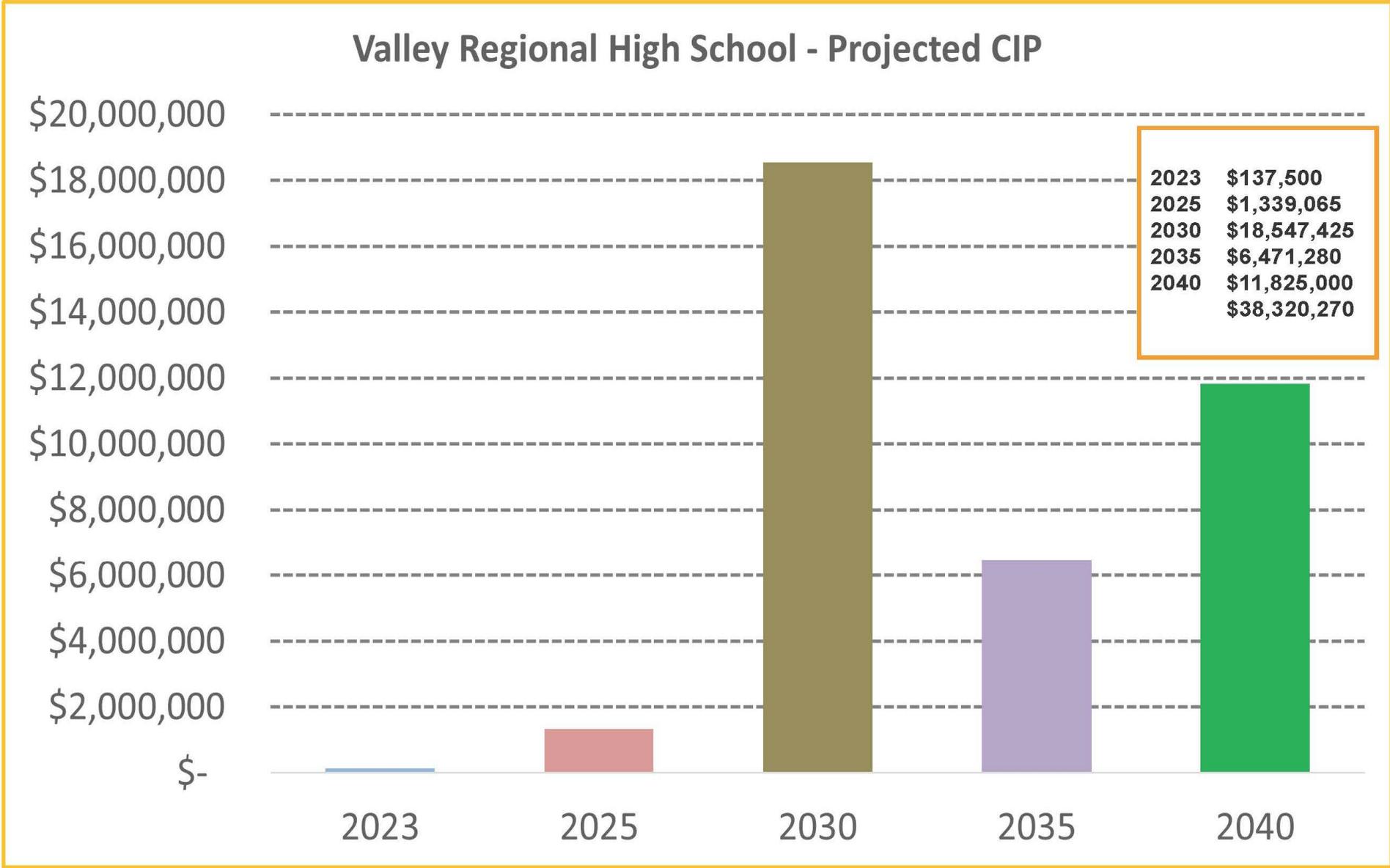
- Facility is overall good condition
- ADA compliance issues need to be addressed
- Chimney repairs required
- Mechanical systems are approaching end of service life
- Plumbing systems are approaching end of service life
- Roof is approaching end of service life

Facilities Assessment – Valley Regional High School

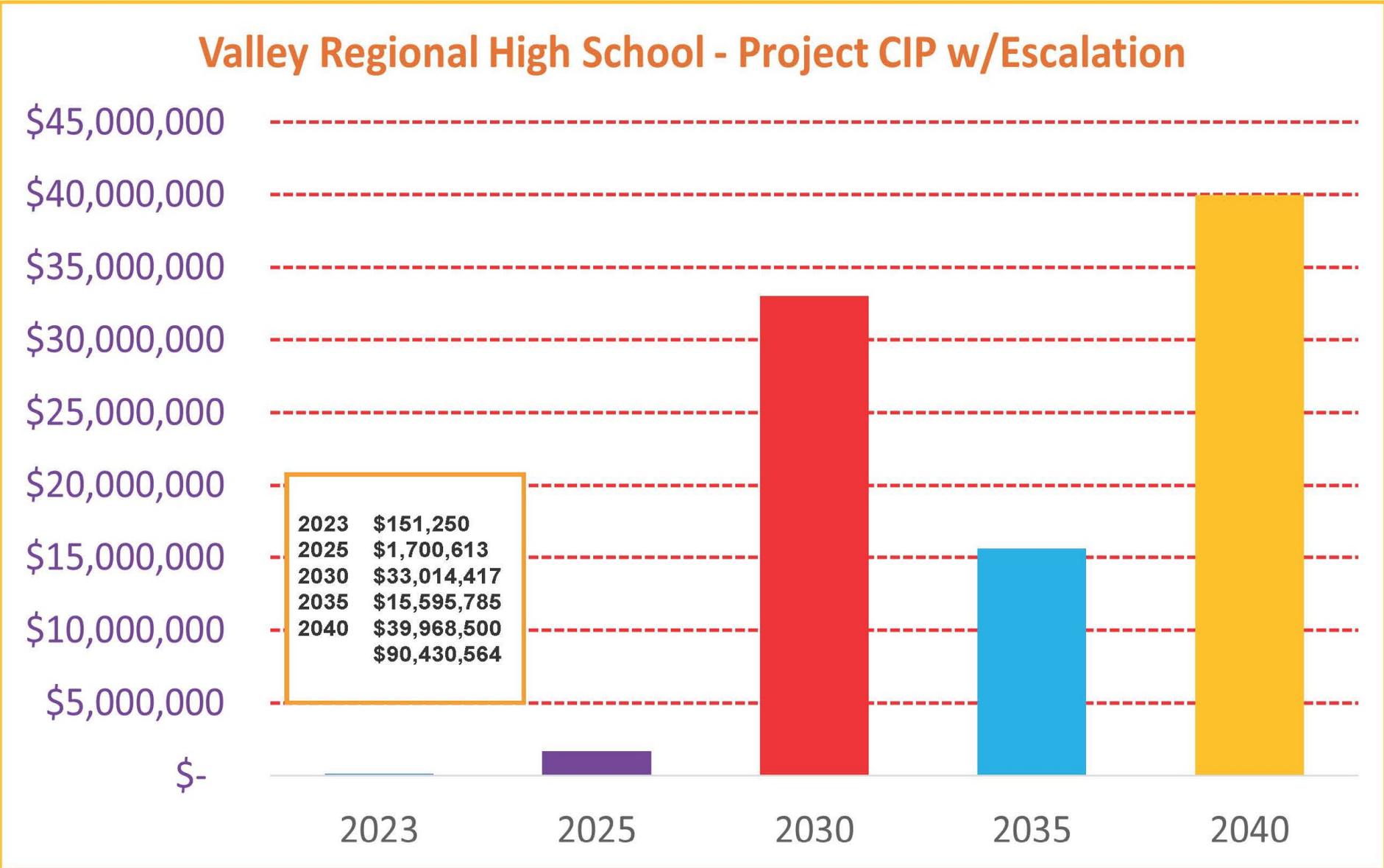
Large Cost Items

- 2030
 - Roof, Plumbing, Water, Gas systems, Unit Ventilators
- 2035
 - Interior doors & hardware, Kitchen
- 2040
 - Electrical, Communication, Fire Alarms, Technology

Facilities Assessment – Valley Regional High School



Facilities Assessment – Valley Regional High School



Facilities Assessment – Valley Regional High School

Western Deep River
 Valley Regional School District
 Essex
 A-12
 Personal Excellence

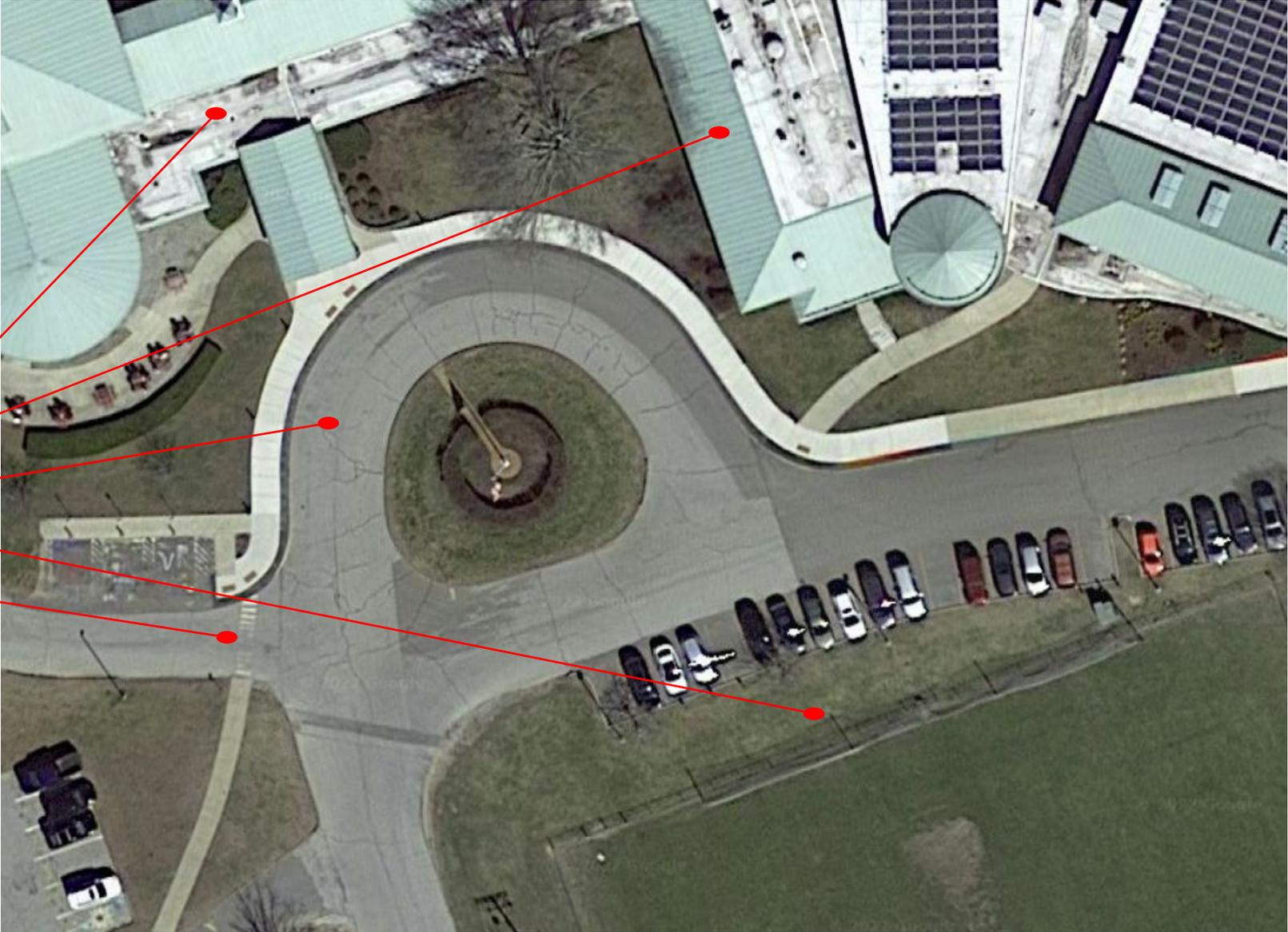
PROJECTED STUDENT ENROLLMENT	Students	# Inst. Areas		Students	# Inst. Areas
8-Year Highest Projected Enrollment	8-Year	25		8-Year	25
Pre-Kindergarten	0	0.00	Grade 6	0	0.00
Kindergarten	0	0.00	Grade 7	0	0.00
Grade 1	0	0.00	Grade 8	0	0.00
Grade 2	0	0.00	Grade 9	115	5.29
Grade 3	0	0.00	Grade 10	112	5.15
Grade 4	0	0.00	Grade 11	142	6.53
Grade 5	0	0.00	Grade 12	136	6.26
Total Student Enrollment				505	23.23

Facilities Assessment – Valley Regional High School

Maximum Reimbursable Gross Square Feet 88,660

PROGRAM AREAS	New	Exist SF	Total SF	# Instr Area
Academic Core	0	25,735	25,735	31
Special Education	0	3,000	3,000	
Administration	0	4,410	4,410	
Media Center	0	6,400	6,400	
Visual Arts	0	2,120	2,120	1
Music	0	3,974	3,974	2
Performing Arts / Auditorium	0	10,266	10,266	1
Life Skills/Tech/Bus Education	0	3,660	3,660	2
Physical Education	0	14,810	14,810	3
Student Dining	0	3,840	3,840	
Food Service	0	1,714	1,714	
Custodial	0	400	400	
Subtotal - Net Square Feet	0	80,329	80,329	40
Building Services	0	31,846	31,846	
Subtotal - Net SF including Building Service	0	112,175	112,175	
Construction Factor	0.11	0.11	0.25	
Total Gross SF Programmed - Funded	0	124,514	140,000	

Facilities Assessment – Valley Regional High School



White roofs ~35% life left
Green roofs ~ 50% life left
Deteriorated roadways
Not ADA compliant
Crosswalk not compliant

Facilities Assessment – Valley Regional High School

Lacking ADA parking
Lacking compliant walkway



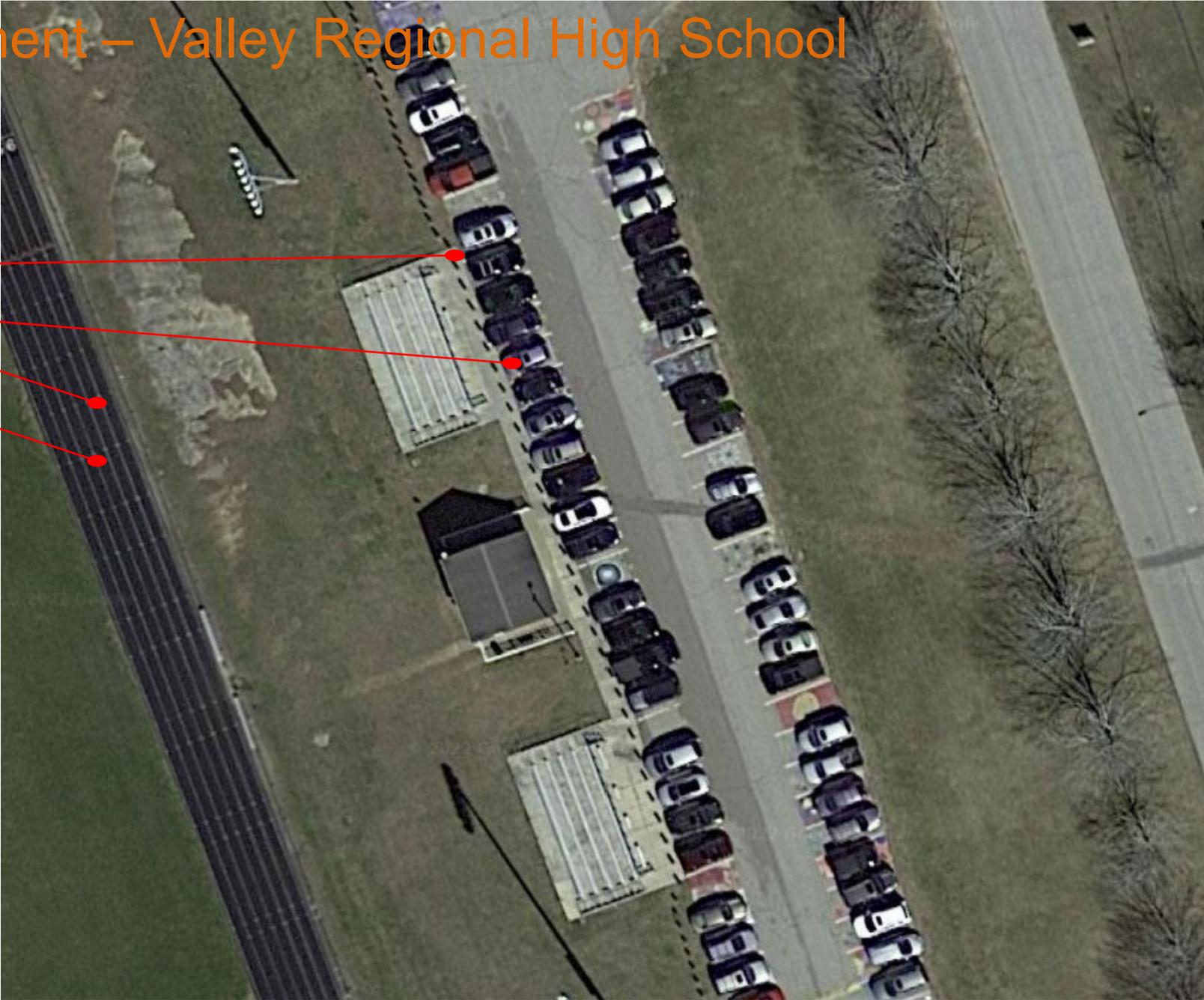
Facilities Assessment – Valley Regional High School

Not ADA compliant
Lacking ADA walkways
Lacking ADA parking



Facilities Assessment – Valley Regional High School

- Lacking ADA walkways
- Lacking ADA parking
- Not ADA compliant
- Track surface is deteriorating



Facilities Assessment – Valley Regional High School



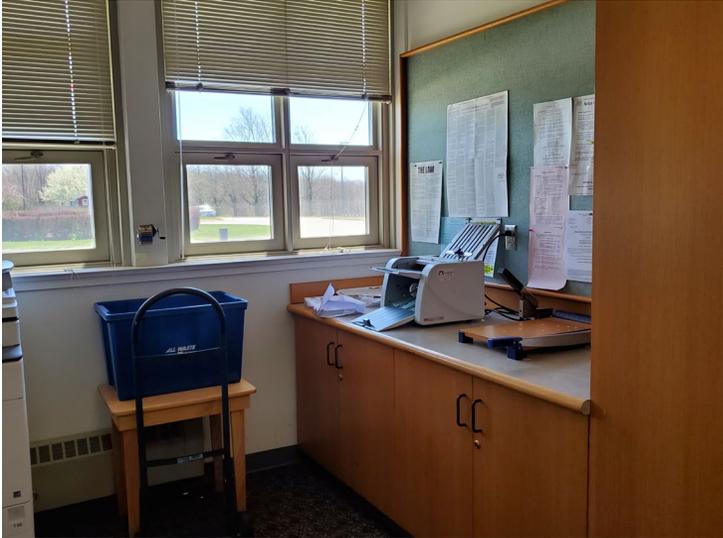
Facilities Assessment – Valley Regional High School



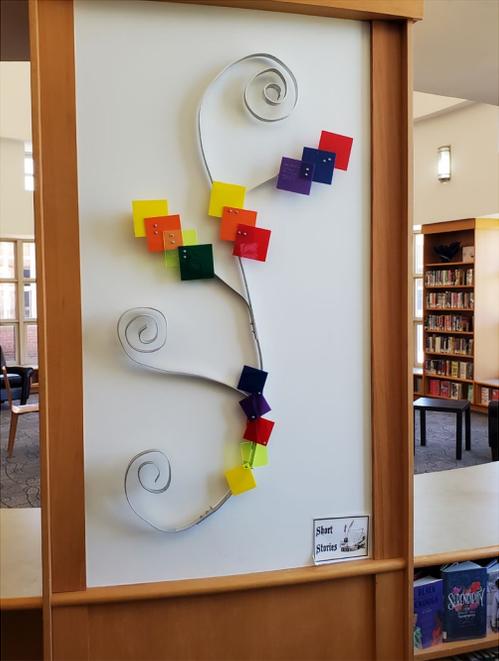
Facilities Assessment – Valley Regional High School



Facilities Assessment – Valley Regional High School



Facilities Assessment – Valley Regional High School



Facilities Assessment – Valley Regional High School

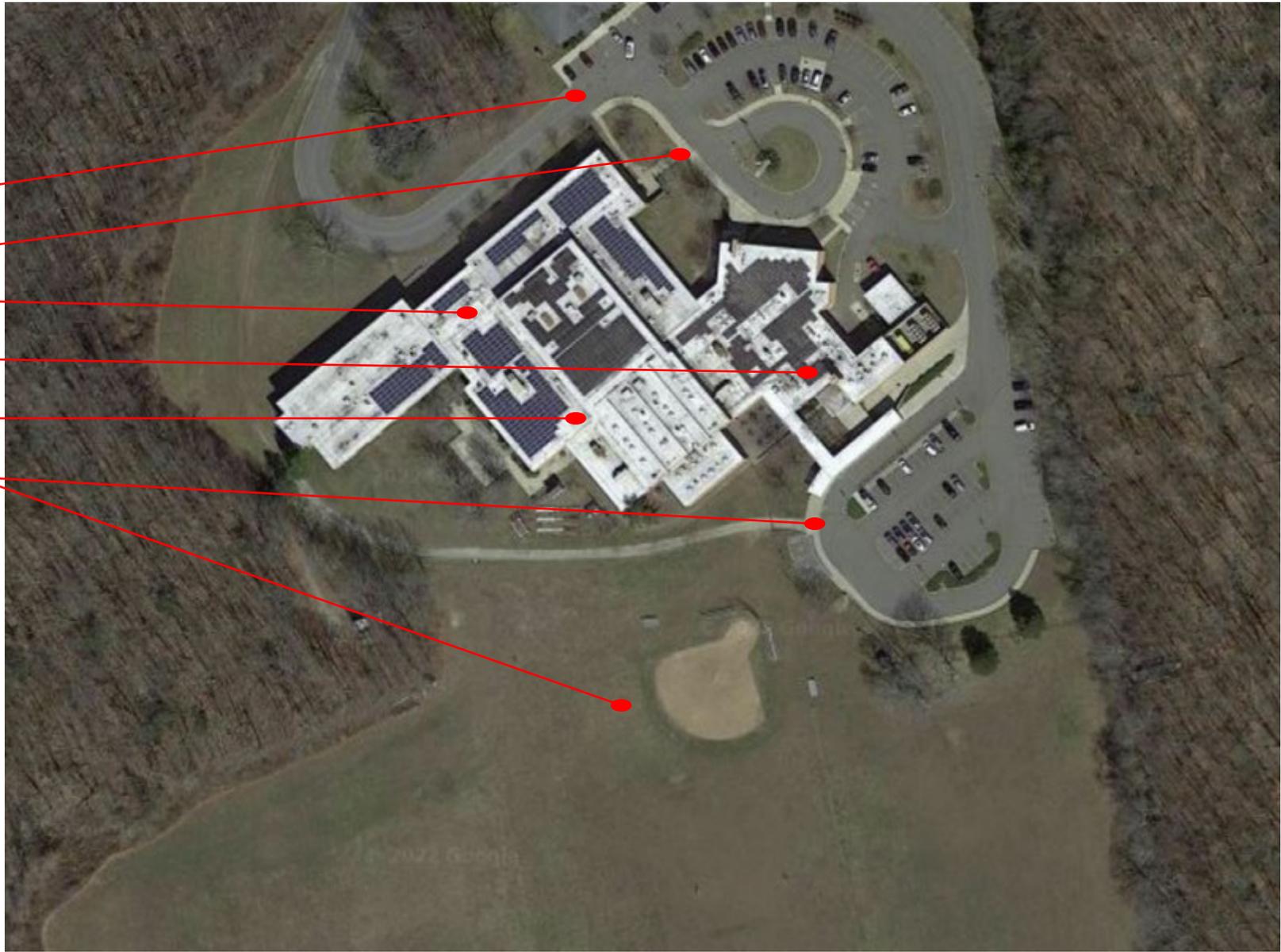


Facilities Assessment – John Winthrop Middle School



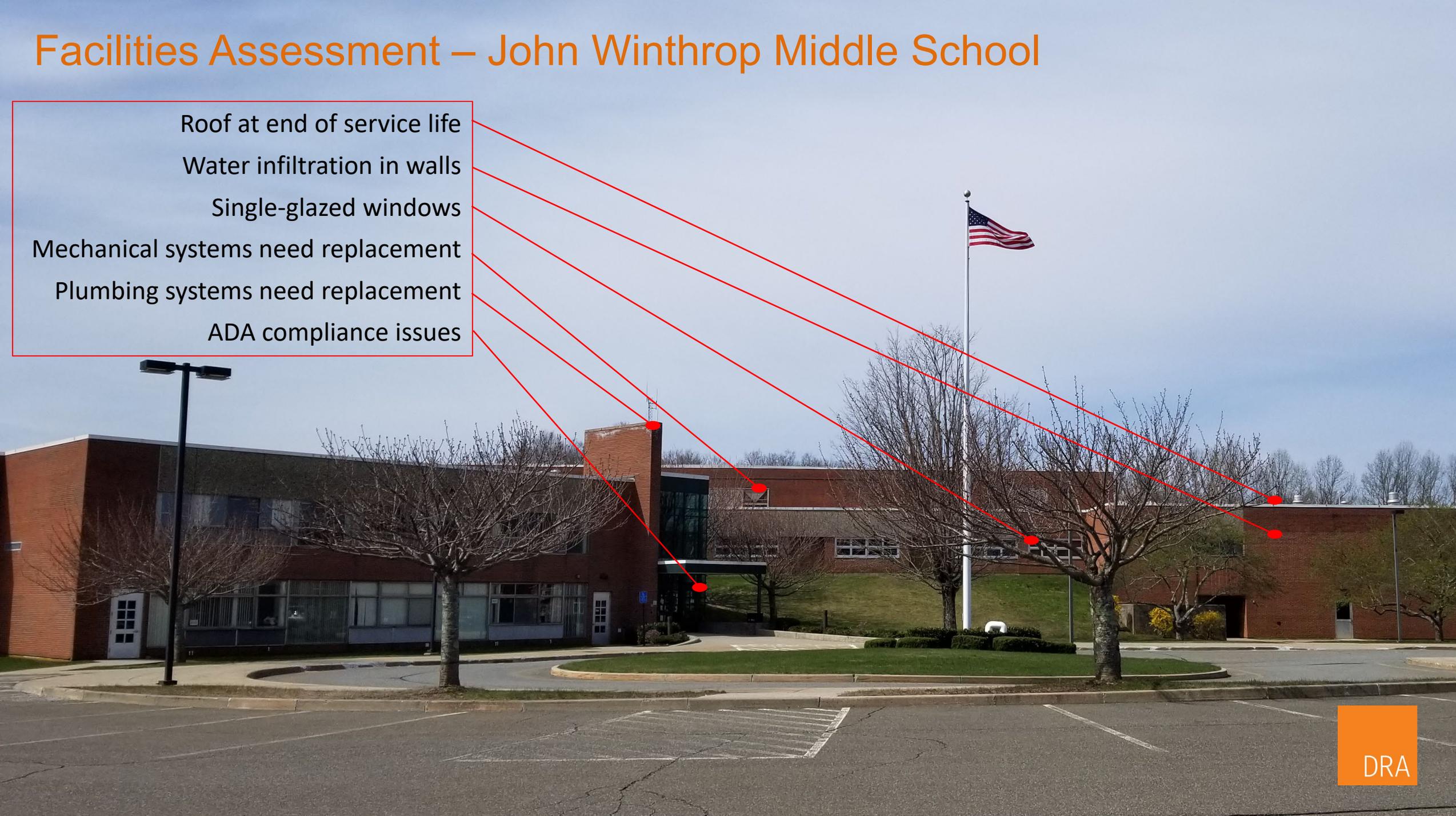
Facilities Assessment – John Winthrop Middle School

- Crosswalk not compliant
- Deteriorated walkways
- Roof at ~15% life remaining
- Mortar deterioration
- Staining to walls
- Not ADA compliant



Facilities Assessment – John Winthrop Middle School

- Roof at end of service life
- Water infiltration in walls
- Single-glazed windows
- Mechanical systems need replacement
- Plumbing systems need replacement
- ADA compliance issues



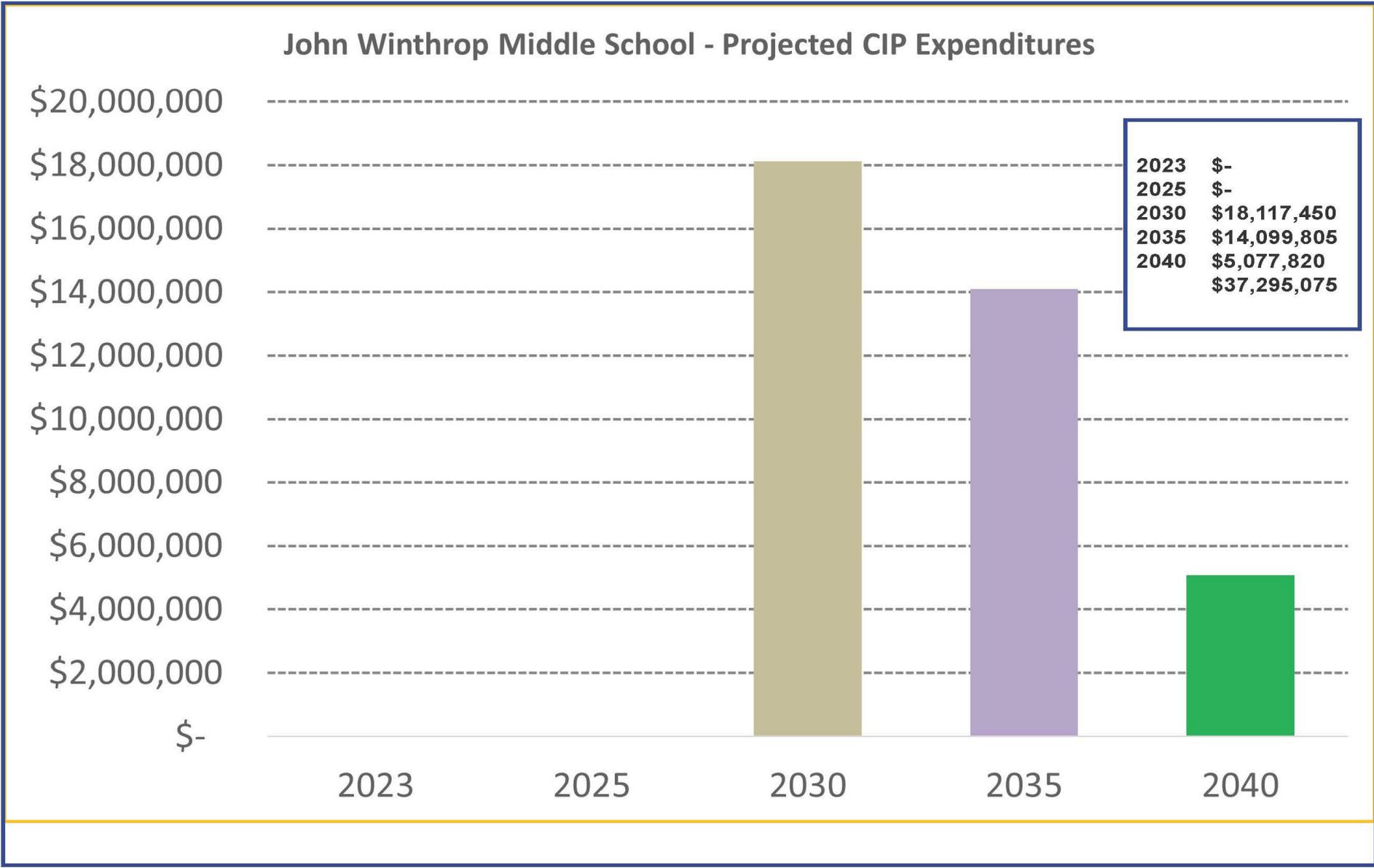
Assessment Summary

- Building is generally in overall fair condition
- Roof is at end of service life
- Windows need to be replaced
- Water infiltration into exterior walls needs correction
- ADA compliance needs to be addressed
- Plumbing systems are at end of service life
- Mechanical systems are at end of service life

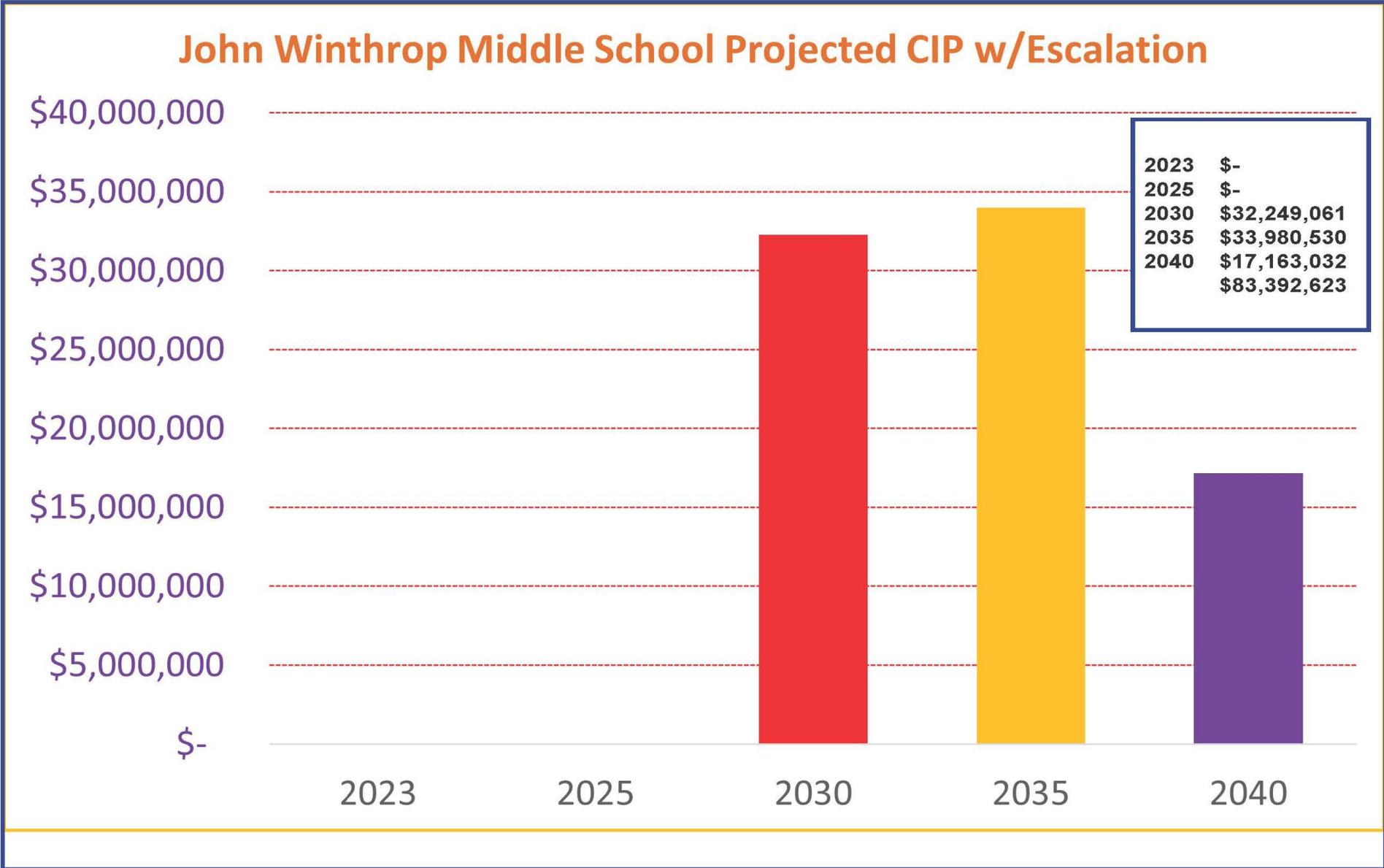
Large Cost Items

- 2030
 - Roof, Windows, Plumbing, Water Distribution
- 2035
 - Flooring, Interiors, Fire Suppression, Clock System
- 2040
 - Electrical Distribution, Lighting, Communication

Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School

Essex Superior High School, Essex

PROJECTED STUDENT ENROLLMENT	Students	# Inst. Areas		Students	# Inst. Areas
8-Year Highest Projected Enrollment	8-Year	25		8-Year	25
Pre-Kindergarten	0	0.00	Grade 6	0	0.00
Kindergarten	0	0.00	Grade 7	109	5.01
Grade 1	0	0.00	Grade 8	131	6.03
Grade 2	0	0.00	Grade 9		0.00
Grade 3	0	0.00	Grade 10		0.00
Grade 4	0	0.00	Grade 11		0.00
Grade 5	0	0.00	Grade 12		0.00
Total Student Enrollment				240	11.04

ional Excellence

Facilities Assessment – John Winthrop Middle School

REIMBURSEABLE SQUARE FOOTAGE

SF/Student - Elementary School
 SF/Student - Middle School
 SF/Student - High School

Students

SF/student

Total

0
 240
 0

151.00
 36,240

Maximum Reimbursable Gross Square Feet

36,240

PROGRAM AREAS

Academic Core
 Special Education
 Administration
 Media Center
 Visual Arts
 Music
 Performing Arts / Auditorium
 Life Skills/Tech/Bus Education
 Physical Education
 Student Dining
 Food Service
 Custodial

New

Exist SF

Total SF

Instr Area

0
 0
 0
 0
 0
 0
 0
 0
 0
 0
 0
 0
 0

26,471
 0
 3,555
 5,122
 1,200
 1,995
 6,840
 980
 12,275
 4,770
 2,790
 756

26,471
 0
 3,555
 5,122
 1,200
 1,995
 6,840
 980
 12,275
 4,770
 2,790
 756

25

 1
 2
 1
 1
 2

 32

Subtotal - Net Square Feet

0 66,754 66,754 32

Building Services

Subtotal - Net SF including Building Service

0
0 91,428 91,428

Construction Factor

Total Gross SF Programmed - Funded

0.11
0 101,485 129,828

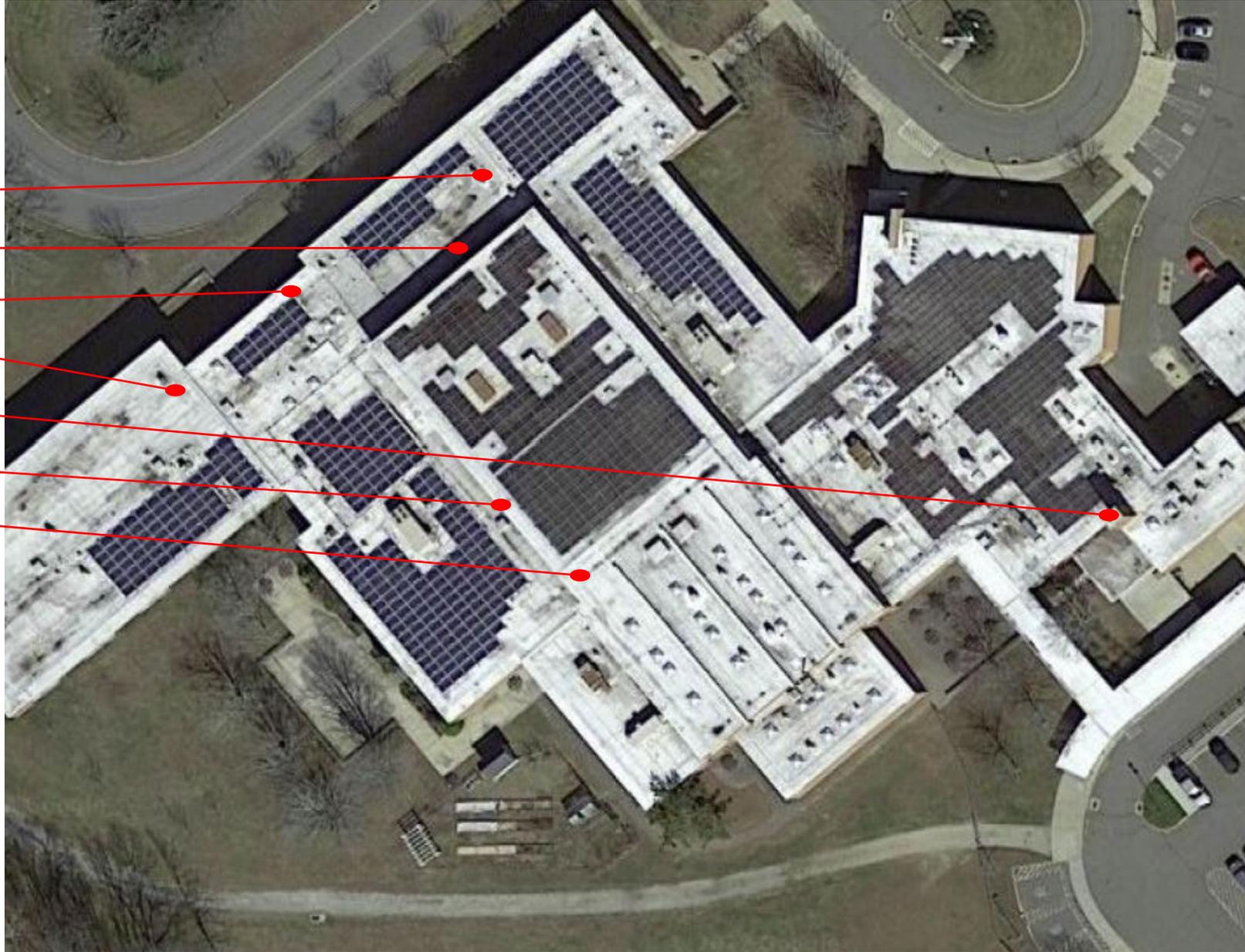
Facilities Assessment – John Winthrop Middle School



Not ADA compliant
Deteriorated walkways
Crosswalk not compliant

Facilities Assessment – John Winthrop Middle School

- Roof at ~15% life remaining
- Some adhesion failure
- Secondary drains missing
- Primary drains need attention
- Mortar deterioration
- Staining to walls
- Roof ladders needed



Facilities Assessment – John Winthrop Middle School

- Lacking ADA walkways
- Crosswalk not compliant
- Lacking ADA walkways
- Not ADA compliant



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Facilities Assessment – John Winthrop Middle School



Agenda – 1 September 2022

1. Building Assessments

- [Administrative Office](#)
- [Valley Regional High School](#)
- [John Winthrop Middle School](#)

2. Cost Projections

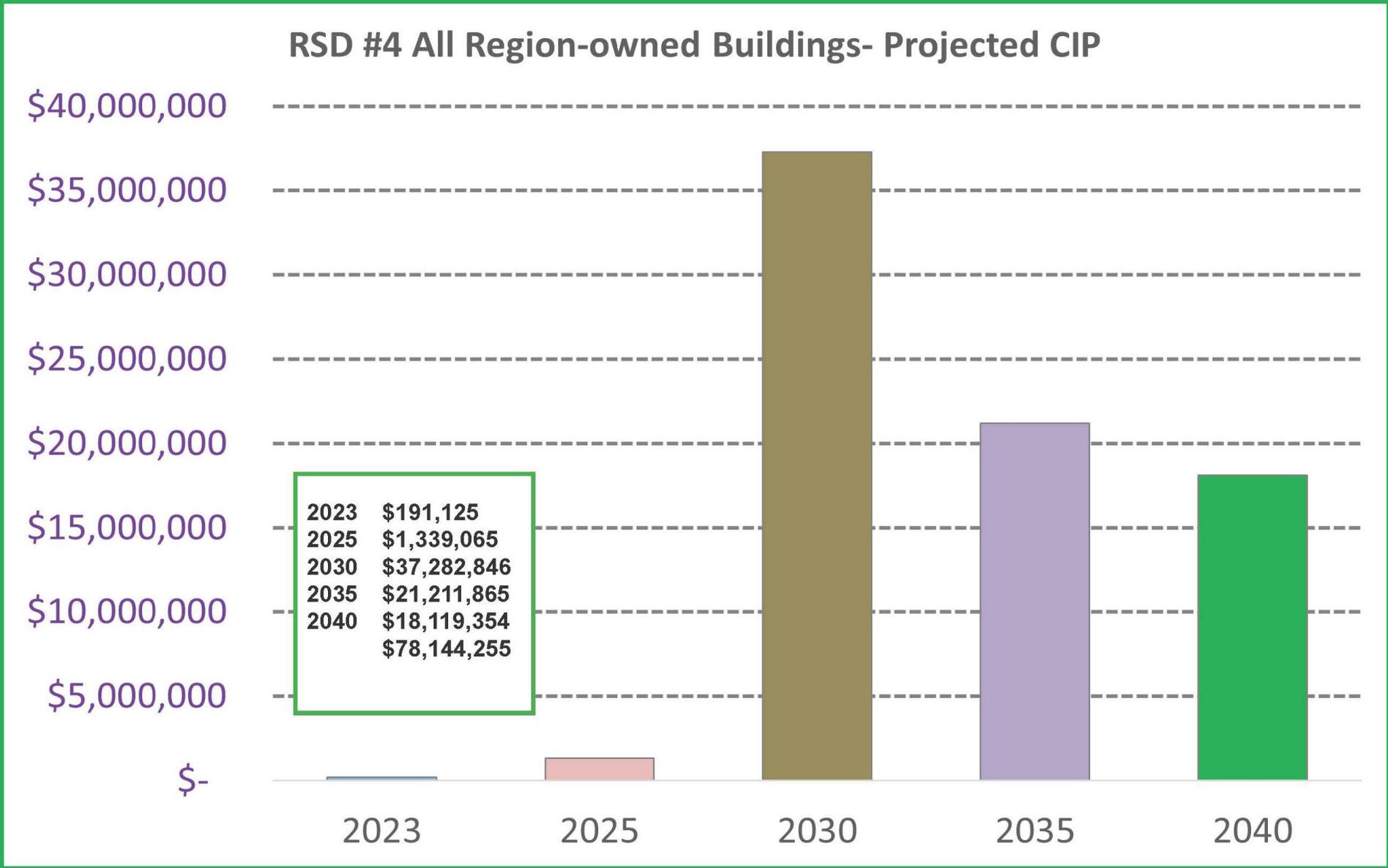
- [District-owned facilities](#)



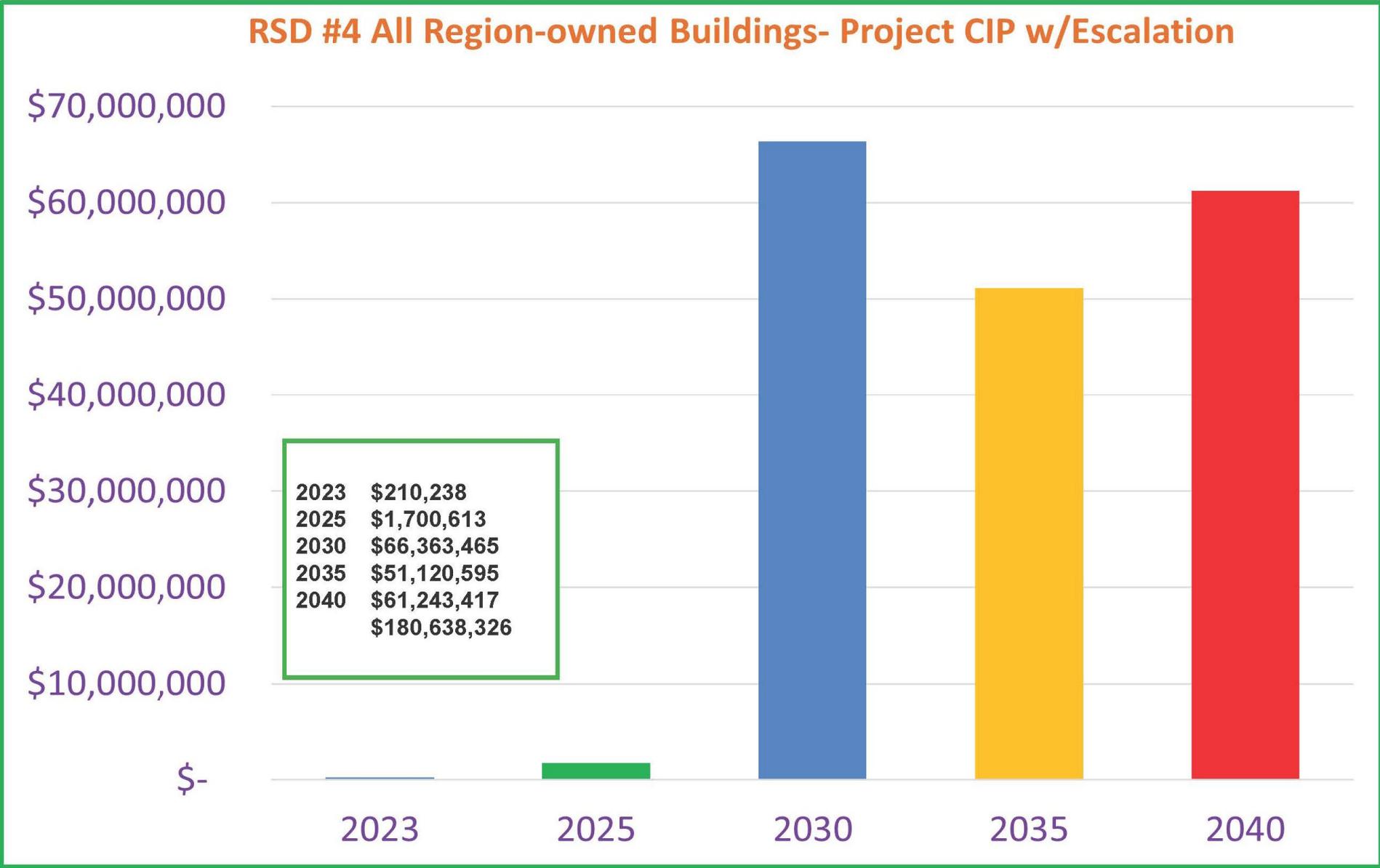
Assessment Summary

- Immediate needs (2023 -2025) ~\$2 million
 - Administrative Building – Sidewalk, ADA compliance
 - Valley Regional - Chimney
 - Valley Regional – Sports Field ADA compliance
 - Valley Regional - Tennis Court Resurfacing
- Significant investment projected for 2030
- Considerable investment projected for 2035 & 2040

Facilities Assessment – District-owned Facilities Combined CIP



Facilities Assessment – District-owned Facilities Combined CIP



Regional School District #4

COMMITTED TO EXCELLENCE

SCHOOL FACILITIES PHYSICAL
CONDITIONS ASSESMENT

10 August 2022

DRA

DRA