

Ashford Board of Education  
Ashford, Connecticut

Meeting Agenda  
November 16, 2017  
**7:00 pm**  
Ashford School  
District Office Conference Room 14

1. Call To Order by the Superintendent of Schools
2. Board Reorganization
  - a. Election of Officers
  - b. Establishment of Regular Meeting/Date/Place/Time
  - c. Committee Appointments
3. Persons to be Heard
  - a. Comments Concerning Items on the Posted Agenda
4. Communications
5. Approval of Minutes: 11/02/2017
6. New Business
  - a. FY 19 Budget Planning
7. Old Business
  - a. FY 18 Budget
8. Next Meeting Date/Agenda Items
9. Second Opportunity for Public Comment
10. Adjournment

### Ashford Board of Education Goals

The Ashford Board shall:

1. Initiate policies and practices, as well as devote appropriate resources towards the improvement of Ashford students on Connecticut standardized testing.
2. Promote instructional practices rooted in the individual skills, talents, needs and performance of the student.
3. Initiate mechanisms for improved and effective communication with the community as well as town leaders and other town boards and committees.
4. Develop a three-year school improvement plan that presents, and explains, an optimal path towards educational excellence in Ashford.

*All meetings, conferences, programs and activities at Ashford School are available, without discrimination, to individuals with disabilities as defined by the Rehabilitation Act of 1973 and/or Title II of the American with Disabilities Act. Individuals with disabilities requesting relocation of this meeting should call the Superintendent at 429-1927 or e-mail a request to [jplongo@ashfordct.org](mailto:jplongo@ashfordct.org) not later than 2 working days prior to the meeting. Hearing impaired individuals may communicate their request for accommodations by using the e-mail address above, or calling the State of CT TDD relay service (800) 842-2880 or the national relay service number (800) 855-2880.*

Enclosures: Minutes 11/02/2017; draft BOE calendar

**Ashford School**  
**Board of Education - 2018 Meeting Schedule**

*Unless otherwise posted, all meetings will be held in District Office conference room 14.  
The board reserves the right to schedule one or more subcommittee meetings that will on the agenda for the first Thursday meeting of the month. The regular meeting schedule is as follows:*

***January***

January 4, 2018  
January 18, 2018

***February***

February 1, 2018  
February 15, 2018

***March***

March 1, 2018  
March 15, 2018  
March 29, 2018 (optional)

***April***

April 5, 2018  
April 19, 2018 (school vacation week)

***May***

May 3, 2018  
May 17, 2018  
May 31, 2018 (optional)

***June***

June 7, 2018  
June 21, 2018

***July***

July 19, 2018\*

***August***

August 16, 2018\*

***September***

September 6, 2018  
September 20, 2018

***October***

October 4, 2018  
October 18, 2018

***November***

November 1, 2018  
November 15, 2018

***December***

December 6, 2018  
December 20, 2018

\*During the months of July and August, meetings may be canceled or postponed at the discretion of the board chair.

Ashford Board of Education  
**Regular Meeting Minutes – November 2, 2017**  
**7:00 p.m.**  
**District Office Conference Room**

*Note: Per C.G.S. §10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at a regularly scheduled meeting, noted in the meeting minutes, and so voted upon.*

**Call To Order**

Board Chair J. Rupert called the meeting to order at 7:17 pm. Present were members J. Lippert, L. Donegan (7:21 pm), K. Warren, J. Calarese (7:18 pm), K. Rourke and M. Matthews. Also present were Superintendent Dr. J. Longo, Principal T. Hopkins and recording secretary J. Barsaleau. Present in the audience were AEA Co-President J. Horn, J. Celotti, S. Lyman, S. Schillinger, E.O. Smith students K. Johnson and E. Schillinger.

**Communications**

J. Rupert opened and read aloud a note from outgoing board member Kim Rourke thanking everyone for their collaboration and friendship over the past 8 years.

Also received was an email communication from the town treasurer concerning timeliness of benefits related payments. L. Dyer also received this communication and is currently out of town and will respond upon her return. Mr. Rupert also received communication from the Northeast District Probate court that the hearing for the filing of the interim financial report is scheduled for 11/8/17.

Communication from Friar & Associates was received today concerning the board's inquiry related to compilation of a Master Plan and comprehensive course of action. An RFP would need to be developed. The November 1<sup>st</sup> enrollment report and the Building and Grounds committee minutes of 10/19/17 were distributed.

Mr. Rupert acknowledged that this was the last board meeting night for Kim Rourke and his appreciation for having served along side him as the vice-chair of the board. He spoke of the time, dedication and budget advocacy she has given to the board and school. He presented Mrs. Rourke with a framed certificate of appreciation for the eight years she has served public education and the Ashford community.

**Approval of Minutes: 10/19/2017**

***Motion by J. Lippert to approve the special meeting minutes of 10/19/2017, motion seconded by K. Warren and carried unanimously.***

**New Business**

**a. Policy Recommendations Summary - Student Series 5000**

A memo from legal counsel was provided to members concerning recommended changes to the existing board policies, "Attendance and Truancy", "Restrain and Seclusion" and "Student Discipline". All were revised by counsel to reflect Public Acts or legislative changes effective July 1, 2017 and will be considered the board's first reading of these policies.

**Old Business**

**a. Friar & Associates Follow Up**

This item was discussed under communications.

**b. "CORR" Area Space Renovations**

J. Rupert revisited the issues faced with the insufficient work completed by the construction company working on the space renovations. This issue has been discussed several times and based on these discussions, Dr. Longo met with the contractor and successfully negotiated a \$10,000 discount from the original invoice. J. Rupert acknowledged Dr. Longo's efforts in the negotiation and with this in mind, the previous request sent to the Town requesting release of unexpended educational funds for heating system reconnection can be withdrawn. It will be absorbed by the negotiated discount.

**BOE Subcommittee Worksessions (7:30 pm – 8:15 pm)**

**a. Transportation (J. Rupert, K. Warren, J. Calarese – Conference Room)**

**b. Finance (K. Rourke and J. Lippert – Superintendent of Schools Office)**

The committees went to the respective locations to meet at 7:38 pm. Attending the Transportation Subcommittee meeting was Dr. Longo, J. Celotti, S. Lyman and L. Donegan. Attending the Finance Subcommittee meeting was T. Hopkins, S. Schillinger, E. Schillinger, K. Johnson and Dr. Longo.

**Subcommittee Worksession Summary to Board**

The Transportation Subcommittee reported they had a good meeting. They reviewed driver staffing, the number of routes run and number of busses and vans used daily. Mrs. Celotti and S. Lyman stressed that there is critical need for a mid-bus. There was some discussion of field trips; at least one teacher will be seated near the driver to assist with driving directions.

The Finance Subcommittee discussed education cost sharing (ECS), grants, the status of FY 18 and FY 19 budgets given that the state budget has passed.

**Personnel Matter (Executive Session Anticipated, Action Anticipated)**

***Motion made by K. Warren to enter into executive session for the purpose of discussing a personnel matter, inviting Dr. Longo and Mr. Hopkins to attend. Motion seconded by J. Lippert and carried unanimously.***

Present: J. Rupert, K. Warren, K. Rourke, J. Calarese, J. Lippert, M. Matthews, L. Donegan, Dr. J. Longo and T. Hopkins

All parties left the executive session at 9:13 pm. There were no motions. By consensus, the board authorized the Superintendent to take whatever action he deems appropriate regarding the personnel matter.

***Motion to adjourn the meeting (9:14 pm) made by K. Warren, seconded by J. Lippert and carried unanimously.***

Recorded by:

Jennifer Barsaleau, Recording Secretary