

Ashford Board of Education
Meeting Minutes – August 25, 2016
7:30 p.m.

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 7:37 pm. Present were members K. Warren, M. Matthews, J. Lippert, K. Rourke and L. Donegan. Also present were Superintendent Dr. J. Longo and recording secretary J. Barsaleau. Unable to attend was board member J. Calarese. Present in the audience were AEA co-president J. Horn, D. Wesson and S. Schillinger.

Persons to be Heard

D. Wesson shared information with the board concerning a NASA program that allows students and their schools to design and build a working satellite that after passing through several stages of approval, would be launched into space from the International Space Shuttle. Students can track the satellite through the earth's atmosphere, assigning it tasks and retrieving data. The program would require some funding from the budget and would take 2-3 years from start to finish. Mr. Wesson offered some thoughts on vendors that might be able to assist with obtaining necessary parts and offer financial or technical assistance. Mr. Wesson will meet with Dr. Longo and Mr. Hopkins to further discuss the opportunity and if students and staff were interested, he could serve in an advisory capacity.

Communications

A newsletter from Shipman & Goodwin and a draft of a policy concerning Employee Background Checks and Dr. Longo's monthly letter for the Ashford Citizen were included in the agenda packet. The July and August copies of "District Administrator" magazine were received.

Approval of Minutes: 06/23/2016; 07/21/2016

The board wished to make minor edits to their 6/23/16 minutes, however a quorum of those present at that meeting were not present to take action.

Motion made by K. Rourke to approve the 7/21/2016 minutes with the following corrections, add an "s" to "Matthew" in the motion to adjourn. Motion seconded by M. Matthews and carried unanimously.

Superintendent Report

Dr. Longo distributed a handbook for staff use of computers, electronic devices and use of social media, and a draft power point presentation that will be shared with the staff on Monday, August 29th. Brief review of the Board retreat meeting followed.

Dr. Longo asked that the board consider moving agenda item 11, "Non-Union Employee Negotiations" to be heard at this time.

Motion made by K. Warren to move item 11, "Non-Union Employee Negotiations", (Executive Session anticipated) to be heard as item 5b on the agenda inviting Dr. Longo and S. Schillinger into executive session, and to renumber item 5b on the posted agenda to 5c. Motion seconded by L. Donegan and carried unanimously.

The board entered into executive session at 8:07 pm. Present were: K. Rourke, L. Donegan, K. Warren, M. Matthews, J. Lippert, J. Rupert, Dr. J. Longo and S. Schillinger.

The board exited executive session at 8:25 pm with no action being taken.

Approval of BOE Retreat Special Meeting Minutes: 08/11/2016

Motion made by L. Donegan to approve the special meeting minutes of 8/11/2016 with the following corrections: strike the "s" in "McAdams-Donegan" in attendance and add Mary Morytko to the list of audience present. Motion seconded by K. Rourke and carried with two abstentions (K. Warren, J. Lippert)

Business Manager Report

a. Approval of Financial Reports through July 2016

Motion made by J. Rupert to approve the financial report through July 2016, noting no purchases were made for, or on the behalf of the Superintendent. Motion seconded by J. Lippert and carried unanimously.

b. FY 16 Audit Update

The auditors were present on August 5th and briefly on the 6th. They expect to return in September.

New Business

a. Staff Resignations

Motion made by J. Lippert to accept the resignations of Katherine Truskoski (Art), Kate Conway (Para) and Carrie Moore (Driver). Motion seconded by L. Donegan and carried unanimously.

Members expressed regret over the loss of talented staff members.

b. Staff Appointment

Mr. Hopkins and an interview committee met to interview several candidates for the art position. Dr. Longo requested the board approve the appointment of Danielle Boulanger to the faculty.

Motion made by M. Matthews to appoint Danielle Boulanger to the position of art teacher, motion seconded J. Lippert and carried unanimously.

c. Decommission of Vehicle from Fleet Service

The Town has purchased a new van and school bus for the transportation of students. A 2009 Dodge van, known as Van#4, is no longer used for transportation of students and has been turned over to the Town for its use. The board will revisit decommissioning of a bus at a later date.

d. Discuss Board of Education Calendar Revision

Board members discussed changing their meeting start time and upcoming meeting schedule. By mutual consent of the membership present, the scheduled September 1st meeting will be canceled.

Motion made by K. Warren to change the starting time of regular board of education meetings from 7:30 pm to 7:00 pm. Motion seconded by L. Donegan and carried unanimously.

A 30-day notification of this change must be filed with the town clerk before it can become effective. Board of Education meetings will begin at 7:00 pm starting in October 2016.

e. Discussion of Superintendent Evaluation Instrument and Timeline

Evaluation of the Superintendent is to be completed by the end of October each year. A copy of the current evaluation instrument was distributed and will be sent electronically.

Old Business

a. Ashford Education Association Negotiations

The next scheduled date for negotiations is August 29th.

b. CABE Convention

J. Rupert, M. Matthews and L. Donegan will be attending the CABE Convention in November.

Next Meeting Date/Agenda Items

The next meeting is scheduled for September 15th. Agenda items include FY 16 audit, approval of medical standing orders, opening enrollment, NASA satellite follow up, negotiations, administrative reports including Bicknell discussion and capital projects update.

Motion to adjourn the meeting (9:33 pm) made by J. Rupert, seconded by L. Donegan and carried unanimously.

Recorded by:

Jennifer Barsaleau
Recording Secretary