

Ashford Board of Education
Meeting Minutes – June 15, 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

Chair J. Rupert called the meeting to order at 7:10 pm. Present were members J. Rupert, J. Calarese, M. Matthews, L. Donegan, K. Warren, J. Lippert and K. Rourke. Also present were Superintendent Dr. J. Longo, Principal T. Hopkins, Asst. Principal G. Dukette, Business Manager L. Dyer and recording secretary J. Barsaleau. Present in the audience was teacher V. Lusa, transportation coordinator J. Celotti, M. Caye, S. Eastwood and Chronicle reporter C. Galvin.

Persons to be Heard

a. Comments Concerning Items on the Posted Agenda

V. Lusa addressed year-end budget and provided a summary of plans for preschool playground erosion utilizing School Readiness quality enhancement grant funds awarded to the district.

Motion made by M. Matthews to add to the agenda under New Business a discussion of playground sidewalk plans. Motion seconded by K. Rourke and carried unanimously.

Communications

Board members received an email communication from a parent concerning driver use of a GPS device on a recent field trip. Dr. Longo has responded to that party. Enclosed in the board packet was a list of the 2017 Bicknell Trust Scholarship recipients.

Approval of Minutes: 06/01/2017

Motion by K. Rourke to approve the regular meeting minutes of 06/01/2017 with the following corrections to page 2 of the minutes, Old Business, item b.1 second sentence should read as follows: “Dr. Longo added that there will be communication with staff and their input will be sought.”

Motion seconded by J. Calarese and carried with absentions by L. Donegan, K. Warren and J. Lippert.

Superintendent’s Report

a. School Bus Safety

As reported earlier, Dr. Longo has addressed student transportation safety concerns raised by a parent email communication mentioned earlier. Drivers have received and will sign an acknowledgment to be kept on file concerning the use of cell phones/GPS devices in the course of student transportation.

Business Manager Report

a. Approval of April and May 2017 Financial Reports

b. Approval of Quarterly Budget Transfers

c. Year-to-Date Budget Update

The May 2017 financial report and accounts payable reports for April and May were included in the board packet. L. Dyer distributed a list of proposed third quarter object budget transfers for board review. Transfers to object 112 Custodians, and 312 Admin Tuition reimbursement will be reviewed further for clarification by Mrs. Dyer. Analysis and explanations of positive variances will be prepared.

Motion made by J. Calarese to approve FY 17 third quarter budget transfers in the amount of \$265,732. Motion seconded by M. Matthews and carried unanimously.

New Business

a. School Readiness Sidewalk

V. Lusa elaborated on the information provided earlier in the meeting concerning a sidewalk for the preschool playground. School Readiness was awarded a competitive grant in the amount of \$3,881 and requesting that the funds be encumbered for use toward the sidewalk plans. The board directed that project move forward as described in the summary and further information be provided after the DPW’s evaluation of the grade of the location being considered.

Motion by J. Rupert to reorder the agenda and hear Old Business, item 8a “Energy Assessment Report – Building and Grounds Committee” at this time. Motion seconded by K. Rourke and carried unanimously.

The B&G committee met prior to the regular board meeting with guest Susan Eastwood and reviewed the energy assessment dated January 2017. Discussion included, but was not limited to gathering cost estimates, low interest loan opportunities, LED lighting, flow meters, insulation of pipes, steam boilers and boiler replacement.

Friar & Associates will be contacted to estimate the cost of reviewing the energy assessment from January 2017 and the comprehensive report completed by Friar in 2016 and creating a plan to prioritize facility and energy improvements.

b. Staff Resignation

Dr. Longo received a letter of resignation from Kaitlyn Mielniczuk, 4th grade teacher.

Motion made by J. Calarese to accept the resignation of Kaitlyn Mielniczuk effective June 30, 2017.

Motion seconded by K. Rourke and carried unanimously.

d. Staff Appointment

The resume of a candidate recommended for appointment was in the board's packet, brief discussion of the interview and selection process followed.

Motion made by L. Donegan to table the staff appointment, motion seconded by K. Rourke and carried unanimously.

Dr. Longo suggested the board consider the staff appointment in executive session.

Motion made by J. Calarese to add to an executive session to the agenda, Personnel Matter. Motion seconded by L. Donegan and carried unanimously.

d. Request for Leave of Absence

Paraprofessional Megan Gendron has requested a leave of absence for the purpose of child rearing for the beginning of the 2017-2018 school year.

Motion made by L. Donegan to table the request for leave of absence of Megan Gendron pending receipt of further detail concerning the length of leave time being requested. Motion seconded by K. Rourke and carried unanimously.

Motion made by J. Rupert to add to the agenda, Old Business – Discussion of Board of Education Retreat. Motion seconded by K. Warren and carried unanimously.

Possible retreat dates were discussed.

Motion by J. Calarese to cancel the July 13th regular board meeting and schedule the Board of Education retreat meeting for July 20th beginning at 3 pm, followed by a special board of education meeting beginning at 7 pm. Motion seconded by M. Matthews and carried unanimously.

Next Meeting Date/Agenda Items

Budget

Second Opportunity for Public Comment

M. Caye remains concerned as to how the Ashford budget process in Ashford could move forward if there are no decisions at the state level. Transportation coordinator J. Celotti requested a transportation committee meeting be scheduled.

Motion made by K. Warren to enter into executive session (9:07 pm) for the purpose of discussing Non-Union Personnel contracts as follows: a. Superintendent, b. Board of Education, School and District Support Staff and c. Personnel Matter. Motion seconded by L. Donegan and carried unanimously.

Present in executive session: J. Rupert, K. Warren, J. Lippert, M. Matthews, J. Calarese, K. Rourke, L. Donegan and Dr. J. Longo.

Note: T. Hopkins and G. Dukette were invited to attend the portion of executive session concerning Personnel Matter.

The executive session ended at 10:08 pm.

Motion made by J. Rupert to extend the current contract of employment of the Superintendent of Schools by one fiscal year. Motion seconded by J. Lippert and carried 6:1

Motion made by J. Rupert to extend the contracts of the employment of non-union employees - the receptionist, special education secretary, administrative assistant to the Superintendent, school nurse, the principal's secretary, fleet mechanic and two financial assistants until an FY 18 budget has been approved. Motion seconded by J. Calarese and carried unanimously.

Motion by J. Rupert to accept the appointment of Brendan Gillotti to the position of physical education and health teacher per the recommendation of the administrative team, motion seconded by K. Rourke and carried unanimously.

Motion to adjourn the meeting (10:12 pm) made by M. Matthews, seconded by J. Calarese and carried unanimously.

Recorded by: Jennifer Barsaleau, Recording Secretary

