

Ashford Board of Education
Meeting Minutes – February 18, 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 J. Rupert called the meeting to order at 7:33 pm. Present were members M. Matthews, J. Lippert, K. Warren, L. Donegan and K. Rourke (7:35 pm). Also present were Superintendent Dr. J. Longo, Business Manager D. Neel and recording secretary J. Barsaleau. In the audience was resident R. Bora. Unable to attend was board member J. Calarese.

Persons to be Heard

None

Communications

J. Rupert reported on a previous communication. He and Susan Eastwood are trying to coordinate a date and time meet to discuss energy saving solutions.

Approval of Minutes: 01/21/2016; 01/28/2016; 02/04/2016

Motion made by L. Donegan to approve the regular meeting minutes of 01/21/2016 with a correction to the spelling of last name “Schillinger” in Call to Order. Motion seconded by K. Rourke and carried with one abstention (K. Warren).

Motion made by J. Lippert to approve the special meeting minutes of 01/21/16, motion seconded by L. Donegan and carried with one abstention (K. Warren).

Motion made by K. Rourke to approve the special meeting minutes of 01/28/2016, motion seconded by J. Lippert and carried with one abstention (K. Warren).

Motion made by J. Lippert to approve the regular meeting minutes of 02/04/16, motion seconded by M. Matthews and carried with one abstention (K. Warren).

Administrative Reports (Written Reports Provided by the Director of Pupil Personnel, Principal and Asst. Principal)

Going forward written reports will be provided ahead of the second monthly meeting. Administrators will be asked to attend at least once per quarter. Members were encouraged make direct contact with any questions concerning their reports.

a. Superintendent

Dr. Longo’s Ashford Citizen article, “Understanding Special Education”, was included in the board’s agenda packet. Members provided positive feedback and were pleased with the supportive content of the article. Dr. Longo indicated that he had received a request for unpaid leave to bring forward under New Business.

b. Business Manager

1. Approval of FY 16 Audit Corrective Action Response

2. Request Approval of Financial Statement through January 2016

Mr. Neel asked if there were any questions concerning his report, revised corrective action responses or the financial statement provided. Discussion followed, including REAP grant, year to date expenditures, fraud risk assessment, UCOA and financial software. The board acknowledged that there were no contractual payments to or for the benefit of the Superintendent through the month ending January 2016.

Motion made by M. Matthews to approve the preliminary FY 16 corrective action plan for presentation to the Board of Finance. Motion seconded by L. Donegan and carried unanimously.

Motion made by L. Donegan to approve the financial statement through the month ending January 2016, motion seconded by K. Rourke and carried unanimously.

New Business

a. Resolution: Uniform Chart of Accounts (UCOA)

D. Neel gave a brief history and reasoning for the movement towards a uniform chart of accounts for municipalities and boards of education. It is necessary for the Board of Education to adopt a resolution endorsing its participation in the UCOA grant program in conjunction with the Town.

Motion made by J. Rupert to execute the UCOA resolution of endorsement authorization as presented. Motion seconded by K. Rourke and carried unanimously.

Old Business

a. FY 17 Budget

1. Capital Improvement Meeting Follow Up

J. Lippert reported on the most recent meeting of the capital expenditure committee. Plans remain to form a town wide building and grounds committee to address needs across town. Members of the committee stated that the building related projects presented in the Board of Education's five-year plan could be combined into one project through the state school construction grant process. Therefore, neither the acoustical ceiling plans presented, nor any other building related improvement plans for Ashford School, will be considered in FY 17. Discussion followed.

The Board is aware of the school construction grant program, however, the process of obtaining such funding is long. A great deal of time will be lost in furthering programmatic goals if this is the only avenue the Board is allowed to pursue. Dr. Longo will contact the CSDE concerning the eligibility of a ceiling installation project. J. Rupert will contact the first selectman to discuss the committee's action.

2. Budget Worksession

A revised draft of the FY 17 narrative was distributed to members reflecting a reduction of 0.40% under last year's budget. Health insurance premium costs are now fixed at a 2.1% increase for FY 17. Discussion followed and included but was not limited to employee wages and salary placeholders, salary negotiations for non-union staff and library staffing.

Motion made by J. Lippert to present to the Ashford Board of Finance the FY 17 Ashford School Budget reflecting a bottom line of \$7,391,140; a 0.40% reduction under FY 16. Motion seconded by M. Matthews and carried unanimously.

b. School Zone Traffic Discussion

Although some new signage was installed last year on Rt. 89, the consensus is that it is insufficient and not deterring speed. Contact will be made with Sen. Guglielmo seeking more signs.

Dr. Longo asked that the request for unpaid leave mentioned earlier be addressed at this time. By consensus of the membership present, the leave request was addressed. The board considered the written request from a non-certified staff member who had been on FMLA leave. The FMLA leave has been exhausted and the employee has a return to work authorization from the treating physician effective March 1, 2016. The employee requests unpaid medical leave until November 18, 2016.

Motion made by J. Rupert to deny the unpaid leave request of non-certified staff member. Motion seconded by L. Donegan and carried with one abstention (J. Lippert).

Next Meeting Date/Agenda Items

The next regular board meeting scheduled for 3/3/16 is cancelled. Members will be in attendance at the Board of Finance meeting on that evening. A special meeting will be held on March 3rd at 6 pm for Superintendent Evaluation.

Superintendent Evaluation (Executive Session Anticipated)

N/A

Motion made by L. Donegan to adjourn the meeting (9:56 pm). Motion seconded by M. Matthews and carried unanimously.

Recorded by:

Jennifer Barsaleau
Recording Secretary

Approved by the Ashford Board of Education: