

**Ashford Board of Education
Special Strategic Planning Session Meeting
August 8, 2019
Ashford School Library/Media Center**

SESSION NOTES

Call to Order at 3:08 pm by Board Chair John Lippert. Present were members Jane Urban, Shannon Gamache, John Calarese, Marian Matthews and Lisa Donegan. Unable to attend was member Kay Warren. Present in the was Rebecca Hager and Brian Barclay

Approval of Minutes: 06/06/19; 06/20/19; 07/18/19

Motion made by Jane Urban to approve the minutes of 06/06/19, motion seconded by Marian Matthews and carried with one abstention (John Calarese).

Motion made by Marian Matthews to approve the minutes of 06/20/19 with the following amendments:

- Call to Order: Add Shannon Gamache was unable to attend.
- Communications: Insert “School Nurse” before the name Martha Sibley-Jett.
- Old Business a: Discuss Strategic Planning Meeting – Line 4, “curricular” should be “curriculum.”
- New Business b: AEA Negotiations Update – insert the word “informal” after the word start and insert the word “contract” after the word teacher.

Motion seconded by John Calarese and carried unanimously.

Motion made by Shannon Gamache to approve the minutes of 07/18/19 with the following amendments:

Communications: Last Bullet Point – insert “and the Moore’s as 8th grade advisors” after the words Mrs. Aubrey; and insert a comma after the word office in the final sentence, and insert “always with a smile.”

New Business: a. Cafeteria/Food Services Discussion – in final sentence, strike the words “cooking school in Tulsa” and insert “healthy schools initiative in California.”

Motion seconded by Jane Urban and carried with one abstention (Marian Matthews).

John Lippert announced the cancellation of the August 15 BOE meeting after discussion with members of the BOE. Administrative reports originally scheduled for 8/15 will move to the BOE meeting agenda on September 19th and will include.....

- Test scores and strategies
- Middle school schedule, homeroom and recess.
- Position on biking to school, homework and dress code
- Cafeteria and transportation reports
- New Visitor’s ID system
- School Professional Development Plans
- First Day’s Professional Development report
- Superintendent’s Report - Energy audit recommendations and actions
- Business Office – 2 years report on fuel usage, detailed school use – gallons, buses, other vehicles, heating fuel

Discussion of BOE Mission and Goals

- Strategic BOE tasks associated with goals
- Review of CAFE BOE Roles and Responsibilities

Ashford Board of Education
Special Meeting Minutes – August 8, 2019
2:00 p.m.
Ashford School 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. Lippert called the meeting to order at 2:10 pm. Present were members J. Urban, Marian Matthews, John Calarese and Shannon Gamache. Unable to attend were board members Kay Warren and Lisa Donegan.

Superintendent Evaluation (Executive Session, Action Anticipated)

Motion made by Marian Matthews (2:12pm) to enter into executive session for the purpose of evaluation of the Superintendent of Schools. Motion seconded by Jane Urban and carried unanimously.

Present: John Lippert, Shannon Gamache, Marian Matthews, John Calarese and Jane Urban

Motion made by John Calarese to exit executive session (3:00pm). Motion seconded by Shannon Gamache and carried unanimously.

There was no action taken.

Motion made by Shannon Gamache to adjourn the meeting (3:00pm). Motion seconded by Jane Urban and carried unanimously.

Recorded by:

John Lippert, Board Chair

BOE should focus on its goals and relate its meeting dialogues to goals and mission.

- Jane complemented after school clubs and expressed interest in increasing number and size of clubs so more students could participate because the clubs fill up quickly and many students cannot get into their chosen clubs, or sometimes, any club.
- Marian suggested students write an article for the Citizen on the clubs at Ashford School
- A discussion about building understanding, connection and support in the community particularly from non-parents of students; this could be improved by having more student events in Knowlton Hall or Town Hall, and more special events that invite citizens into our school.
- Jane asked if international experiences could be expanded. More experiences would enrich education of Ashford Students. Also, explore possibility of local destinations for day trips creating a curriculum-based database.
- Marian – More student performances or presentations in the community.
- Address growing number of students with food insecurity. Maybe a program of weekend food. Also, increase mental health programs. Invite Melissa McDonough to a BOE meeting to report on the programs she is involved in and make suggestions to the BOE.
- Develop some fund raising activities to address food insecurities.
- Discussion turned to the CABE/CAPSS convention in November and how it is an excellent experience that every BOE member should have.

Opportunity for Public to Speak

- Brian Barclay spoke regarding the BOE policy on biking to school.
 - Several community committees are interested in a program for community biking and biking to school. Asked the BOE to seek signage for bikers and walkers to school, safety programs, parental permission forms and events to make bikers more familiar and common in the community.
 - Board wants clear legal opinions, liability defined, and a proposal from the school biking committee
 - Do some research into regional and national biking policies.
 - Brian recommended that any BOE policy avoid being too comprehensive and inclusive so as to open more avenue for litigation.
 - More active pursuit of a blinking light and signage for route 89 and school.
 - Rebecca Haeger indicated her daughter was interested in biking to school.
 - Marian volunteered to join any community committee discussing the topic.
- Discussion of homework and communication with parents regarding major curriculum subjects to be covered so parents could provide supplementary support and even get books or materials for their children to use.
 - Perhaps more use of PowerSchool or email to communicate with students and their families.
 - More teachers should publish a syllabus for their class that outlines major scope and sequence so parents could be supportive and know when big assignments or tests were scheduled well in advance of them.
 - Parents would like more information on units of study so they could be supportive and involved.
- A K-12 alert reminder of BOE meetings should be routine with major agenda items of parental interest mentioned. Maybe a Friday backpack newsletter that covers the K-12 and other information about committees, events, meetings.

BOE Committees

▪ Reports and Future Plans

John Lippert put forward a plan to revise the committee structure to be more effective. An example of a restructuring of which BOE members served on each committee was as follows:

- Building and Grounds and Long-Term Planning should be Marian, John C. and Shannon
- Personnel, Finance and Transportation could be Jane, Lisa and Kay
- John Lippert would serve as a floater and substitute in his capacity as chairman.
- Curriculum Committee recommends a parent resource for every grade and subject that is kept up to date and provides links and ideas for parents to support instruction, buy books, or just know what is going on in real time

The new committee structure will be on the September 5th BOE meeting agenda.

Capital Projects

- The current capital projects list and BOE plan would stand with minor corrections made. Corrected list attached
- Added to this list will be items from the energy audit after it is reviewed on September 5th.

Working Dinner

Community Outreach

- This topic was discussed in some detail during the opening goals dialogue, however, these points were stressed;
 - More student events held out in the community
 - More involvement with senior center
 - More events inviting citizens to the school. Particularly recognizing residents such as the Veterans Day event did.
 - Seek volunteers to speak in the school by building a database of potentials.
 - Create a volunteer database with skill sets defined, for use by staff
 - Create a more vibrant student government structure and seek ideas from them
 - More opportunities for E.O. Smith students to come to middle school to speak to our students about life in high school and major expectations there.
 - Increase first responder recognition. Perhaps a first responders event in school
 - Ask Ashford Business Association to become more involved in the school and present or sponsor events.
 - Increase student opportunities to publish
 - Perhaps a student spotlight article for the Citizen

Board Roundtable

- Cafeteria report at September BOE meeting should include:
 - results of looking into metal utensils
 - Digital ordering of salads
 - More staff prepared food – less processed or prepackaged
 - Cost analysis of potential changes
- BOE should consider more budgeted support for the café operation
- Ask the assistant principal to report on school discipline and bullying in our school
- Create a health curriculum resource for parents to supplement what is taught in class
 - Include warnings and information on dangerous behaviors such as drugs, sexual activity, bullying, on-line harassment
 - Designed as conversation starter and factual resource

- All students should have a worthwhile recess
 - Fresh air, social interaction, physical activity
 - Perhaps allow students to stay outside and play from 8-8:30 in the morning under supervision
- BOE would like a presentation by world language teachers that addresses approach to their subject, expectations, strategies, transition to high school etc.
- Once again are grade 7-8 homerooms in the schedule? Report

Adjourn

Motion made by John Calarese to adjourn the special meeting at 6:52pm. Motion seconded by Shannon Gamache and carried unanimously.

Recorded by:
Dr. James Longo, Superintendent

Ashford Board of Education
Regular Meeting Minutes – June 6, 2019
7:00 pm
Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:08 pm. Present were members Jane Urban, Shannon Gamache and Marian Matthews. Also in attendance were Superintendent James Longo, Assistant Principal Garrett Dukette and recording secretary Jen Barsaleau. Unable to attend were members Kay Warren, John Calarese and Lisa Donegan. Resident Rebecca Haeger was present in the audience.

Communications

- A thank-you note was received from Haley Ignatowicz, one of the recipients of this year's Bicknell Scholarship.

Approval of Minutes: 05/16/2019

Motion made by Marian Matthews to approve the minutes of 05/16/19. Motion seconded by Jane Urban and carried unanimously.

Opportunity for Public Comment

- Rebecca Haeger commented that she was glad that the budget passed at referendum.

Committee Worksessions (Building & Grounds; Cafeteria)

Due to member absences, there were no committee worksessions, but members were asked to comment on committee related topics. Dr. Longo shared that he had a meeting earlier in the day to discuss future plans for the library media center, including the possibility of room alterations. This will be revisited next year to allow Mrs. Craven to get acclimated to the role of library media specialist and to gather thoughts and ideas for the best use of the library media center.

Marian Matthews inquired as to which energy saving measures have been completed to date. Dr. Longo will revisit the list of the 23 suggested improvements noted in the last energy audit.

Board members engaged in a lengthy discussion about the cafeteria and food service including but not limited to increasing salad component offerings, biodegradable packaging, replacing plastic utensils with silverware, opening up the salad meal option to students in other grades, not just 5-8. It was suggested that other districts, such as Mansfield, be consulted about salad bar operation. The grant application for Salad Bars To Schools has been submitted. Dr. Longo will meet with food service manager Karen Samperi to discuss these items, and he will reach out to the food service director in Mansfield before scheduling a cafeteria committee meeting.

Old Business

a. Walking/Biking to School (Transportation Policy) Follow Up

A revised draft to the policy was distributed to members. It was noted there are still some more edits desired. Counsel will be contacted to make these edits and upon receipt, the policy will be added to a future agenda for first reading.

New Business

a. 2019 Bicknell Trust Scholarship Report

John Lippert read the names of the 2019 Bicknell Trust Scholarship recipients. \$1,000 scholarships were awarded to Faith Carabino, Haley Ignatowicz, Marcella Vertefeulle and Rachel Vertefeulle.

b. Security System

Garrett Dukette distributed a proposal to purchase the "Raptor Visitor Management" system. The system will greatly improve administration of visitor management at Ashford School. The system is relatively inexpensive and enhances security and safety.

Motion made by Marian Matthews to approve the purchase of the Raptor Visitor Management System with an initial cost of \$1,999 and \$540 for annual license fees. Motion seconded by Jane Urban and carried unanimously.

c. Staff Resignation

A letter of resignation was received from math teacher Helene Poppleton.

Motion made by Marian Matthews to accept the resignation of Helene Poppleton. Motion seconded by Shannon Gamache and carried unanimously.

d. Discuss Strategic Planning Meeting

Item tabled until the next regular meeting.

Second Opportunity for Public Comment

- Rebecca Haeger said she was in favor of the idea of talking to other food service directors to ask what resources they use. She thinks it is wonderful that students could walk or bike to school, but very concerned about traffic speeds on Rt. 89. More signage or flashing lights indicating school zone are needed. She also supported the purchase of the visitor management system and noted that the lower lobby door lock mechanism was not working. Mr. Dukette responded that it has already been repaired.

Next Meeting Date/Agenda Items

The next regular meeting is 6/20. Agenda items: FY 19 Budget and Budget Transfers, strategic planning, transportation policy. A reminder that teacher negotiations are scheduled for June 18th from 6-8pm.

Non-Union Personnel Negotiations (Executive Session)

Motion made by Jane Urban to table executive session for Superintendent Evaluation and to enter into executive session (8:24 pm) for the purpose of non-union personnel negotiations, inviting Mr. Dukette to participate in the session. Motion seconded by Marian Matthews and carried unanimously.

Present: John Lippert, Shannon Gamache, Jane Urban, Marian Matthews and Garrett Dukette.

Garrett Dukette exited the session at 8:36 pm.

The board exited executive session at 8:37 pm, there was no action taken.

Superintendent Evaluation (Executive Session)

Tabled

Adjournment

Motion made by Jane Urban to adjourn the meeting (8:37 pm). Motion seconded by Shannon Gamache and carried unanimously.

Recorded by:

Jennifer Barsaleau
Recording Secretary

Ashford Board of Education
Regular Meeting Minutes – June 20, 2019
7:00 pm
Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:05 PM. Present were Kay Warren, John Calarese, Marian Matthews and Jane Urban. Also present was Dr. James Longo, Superintendent, Business Manager Lisa Dyer, Director of Special Education and Pupil Personnel Cindy Ford and Principal Troy Hopkins. Present in the audience was Rebecca Haeger.

Communications

Martha Sibley-Jett provided a year-end health room report. Members reviewed the report followed by some discussion regarding this report.

Approval of Minutes (06/06/2019)

This item was tabled until the next meeting.

Opportunity for Public Comment

Rebecca Haeger made comments regarding continuity of teachers coming and going. Her child did not have continuity. Expressed concerns regarding the reading specialist position being eliminated. What plans or actions that are currently being done after the elimination of the position. Discussed having another survey of 8th and 9th grade students be done each year regarding their transition to high school. There was discussion regarding high school transition. Mrs. Ford stated end of the freshman year would be a better time for the survey. Timing of the survey is very important. Mr. Hopkins stated there were a low number of students that participated in the survey. There was discussion regarding doing this survey for at least 5 years. Mrs. Ford stated that district 19 is looking at how the transition of students entering their freshman year. Dr. Longo stated that at the superintendents meeting two of the superintendents discussed the transition at their last meeting. Through sports many kids are meeting each other before they get to E.O. Smith which is helpful. Students need to be prepared for the amount of homework. There was further discussion regarding the social transition however we can focus on the academic transition. There was discussion regarding the surveying at the end of the freshman and the end of sophomore year. Dr. Longo discussed taking the social aspect of the survey off because that is something that the students learn at home not at school.

Administrative Reports (Superintendent, Business Manager)

a. FY 19 Budget Transfers

b. FY 19 Year-End Budget

Mrs. Dyer reported that there is approximately \$50,000 remaining in the FY19 budget, however there are a number of items that will be posted in the coming weeks. Dr. Longo discussed the transition that is taking place in the business office. Jen Barsaleau, Catherine Klessner and Lisa Dyer have pitched in to help and Catherine Klessner is going to work part-time until someone is hired for the A/P payroll position in the near future.

Old Business

a. Discuss Strategic Planning Meeting (Dates, Topics)

Strategic planning meeting dates were discussed. July 18th was decided upon as the meeting date starting at 2:00 pm. The regular board meeting may still need to be held at 7:00. Topics of the meeting was administration reports on standardized testing, transportation costs, energy audit, curricular and instruction (this committee held a meeting on Monday and will bring topics to consider) Mr. Lippert suggested Dr. Longo come up with an agenda with many items that they can choose from. Have the cafeteria sub committee come and share their results of their

meetings at this meeting. Possible that the cafeteria committee will meet prior to the planning meeting to discuss using real silverware.

New Business

a. Staff Appointments

Mr. Hopkins discussed the process for filling the math position. They held rigorous interviews and the candidate presented a lesson and met with the 7th and 8th grade team. Kristine Melo and Marcia LoRicco already know each other and this adds diversity to the staff.

Motion made by John Calarese to appoint Kristine Melo to the position of full time math teacher. Motion seconded by Kay Warren and carried unanimously.

Mrs. Ford stated that Megan Gendron had been working in a contracted position here this past year and was a former paraprofessional at the school. She is a dedicated teacher and loves her students. She is very good with younger population and has proven to be a good fit in Ashford.

Motion made by Jane Urban to appoint Megan Gendron to the position of full-time special education teacher. Motion seconded by Kay Warren and carried unanimously.

b. AEA Negotiations Update

John Lippert reported there was a meeting with AEA on Wednesday 6/18 to start teacher negotiations.

Second Opportunity for Public Comment

Mrs. Haeger encouraged the board to have a discussion about retaining teachers at the strategic planning meeting. She discussed hiring more experience teachers for continuity especially at the middle school level. She also encouraged that work sessions be posted publicly.

Next meeting date and items

Strategic Planning meeting date is July 18th at 2:00 pm; alternate date Aug 8th at 2:00.

Non-Union Personnel Negotiations (Executive Session)

Motion made by Jane Urban to enter into executive session at 8:12pm for the purpose of non-union personnel negotiations. Motion seconded by Marian Matthews and carried unanimously.

Present: John Lippert, Jane Urban, Marian Matthews, John Calarese, Kay Warren.

Administrators Troy Hopkins and Cindy Ford were invited individually to join the session briefly.

The board exited executive session at 9:20pm. There was no action taken.

Superintendent Evaluation (Executive Session)

Motion made by Kay Warren to enter into executive session at 9:20pm for the purpose of evaluation of the Superintendent. Motion seconded by John Calarese and carried unanimously.

Present: John Lippert, Jane Urban, Marian Matthews, John Calarese, and Kay Warren.

The board exited executive session at 9:42pm. There was no action taken.

Adjournment

Motion made by Marian Matthews to adjourn the meeting at 9:42pm. Motion seconded by Jane Urban and carried unanimously.

Recorded by:

Lisa Dyer
Business Manager

Ashford Board of Education
Regular Meeting Minutes – July 18, 2019

7:00 pm

Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:08 PM. Present were John Calarese, Shannon Gamache and Jane Urban. Also present was Dr. James Longo, Superintendent of Schools, Business Manager Lisa Dyer, Transportation Coordinator Joan Celotti and Food Service Manager Karen Samperi. Unable to attend were members Kay Warren, Marian Matthews and Lisa Donegan. Present in the audience were Christina Siggins, Tom Dell and Tess Grous.

Superintendent Evaluation (Executive Session)

Motion by Jane Urban to enter into executive session for the purposes of Superintendent Evaluation and inviting Dr. Longo into the session. Motion seconded by Shannon Gamache and carried unanimously.

Present: John Calarese, Shannon Gamache, Jane Urban, John Lippert, Dr. Longo.

The board and Dr. Longo exited executive session at 7:40pm. No action was taken.

Communications

- John Lippert read three letters that were sent to the BOE thanking the Board for awards and scholarships received.
- A letter was received from Amy Capozziello requesting maternity leave commencing on or about December 2nd.

Motion made by John Calarese to approve the maternity leave request of Amy Capozziello.

Motion seconded by Shannon Gamache and carried unanimously.

- An email was received from Michael Dietz commenting on the amazing teachers and great programs offered at the school. The reason they chose to reside in Ashford was because of the small town and the school system. He stated that he would not forget the experience his daughter had during her time at Ashford School and that he was impressed with the international travel offered, Mrs. Craven, Ms. Imhoff and Mrs. Aubrey. He also commented on the hard work that Mrs. Schillinger does in the main office.

Approval of Minutes (06/06/2019) 06/20/2019

Tabled until the next meeting due to board attendance.

Opportunity for Public Comment

Tess Grous commented that her daughter is attending E.O. Smith and was thankful that someone had extended her a scholarship opportunity. She shared positive comments regarding the letters from students that were read earlier in the meeting.

District Administrative Reports (Superintendent, Business Manager)

a. FY 19 Budget Transfers

Lisa Dyer distributed a list of FY 19 line item budget transfers totaling \$90,308. Discussion followed.

Motion made by Jane Urban to approve FY 19 budget transfers in the amount of \$90,308.

Motion seconded by John Calarese and carried unanimously.

b. FY 19 Year-End Budget

Lisa Dyer distributed an FY 19 year-end budget report dated 7/18/19. Discussion followed concerning certified staff line adjustments.

Motion made by Shannon Gamache to add to the agenda, item 7b, “Approval of FY 20 Non-Union, Non-Certified Staff Employee Agreements.” Motion seconded by Jane Urban and carried unanimously.

Old Business

a. Strategic Planning Session Agenda

1. New capital projects up to \$50,000. Dr. Longo explained there have been issues with the fire alarm system recently and we have been advised the diagnostic/main systems panel needs to be replaced.
2. Discussion regarding dress code
3. Screen time and recess were discussed
4. Biking and walking to school was discussed
5. Administration will prepare reports for the meeting
6. Home room for the 7th and 8th grade
7. Curriculum and instruction committee to give an update at what they have been working on
8. A curriculum template for all curriculum will be in the same format. The point of the curriculum committee was discussed. State the intention of the committee and adopt a mission.
9. Teacher retention
10. Sustainability and energy audit
11. Freshman surveys should be done in the Fall and Spring with a comparison of area schools with topics on the survey. Troy will be asked to ask other sending elementary schools to RD19 to do the surveys as well.

b. Approval of FY 20 Non-Union, Non-Certified Employee Agreements

Employee agreements for non-certified employees of the Board were discussed.

Motion made by Shannon Gamache to direct the Superintendent to execute employment agreements with wages as stated in the approved FY 20 budget for the 2019-2020 fiscal year for the following employees: Business Manager, Technology Coordinator, Fleet Mechanic, Administrative Assistant to the Superintendent, Administrative Assistant to the Director of Special Education and Pupil Personnel, the Administrative Assistant to the Principal, the Office Clerk and the School Nurse. Motion seconded by John Calarese and carried unanimously.

New Business

a. Cafeteria/Food Services Discussion

Karen Samperi stated that she is working with Ghost Farm in Willington to purchase certified organic fruits and vegetables. The salad bar grant was approved, it will take approximately a year to complete the process. On August 15th she is having staff training for salad bar operation and standards. Her biggest fear is that there will be waste. She stated that she gets \$15,000 of free food through the USDA. She is going to use \$5,000 for the fresh vegetables and shredded cheese they provide. Karen reviewed the current state of the Cafeteria budget. Karen asked the BOE to consider purchasing a sign for the cafeteria to help the students know what is for lunch and any specials they may have that day. Currently there is just a paper menu and they have tried a chalkboard in the past but the students would change the words. The cost would be \$835, funds will be donated to the Cafeteria to purchase the menu board.

There was discussion regarding free and reduced lunches and the annual roll up of data in the cafeteria database was completed. Karen noted that Kim Johnston does a great job in reducing food waste. There was discussion regarding offering a weekend lunch program and changing to flat ware from plastic utensils. In addition, the Board requested that some sort of electronic salad ordering system be put into place in the middle school. The Board thanked Karen for all that she does.

Dr. Longo stated that he would have Mr. Waddell look into the electronic ordering system.

John Lippert discussed some future agenda items including more recess and the salad ordering process. There was discussion regarding having less processed foods. Shannon Gamache stated that she would send information to Karen about a cooking school in Tulsa.

b. Transportation/Fleet Services Discussion

The BOE welcomed Joan Celotti to the meeting. Joan stated that she was glad that BOE put this back on the agenda. There was discussion regarding the annual purchase of a bus. Purchasing a bus annually helps to cut down on breakdowns or expensive repairs. Seth Lyman's morning high school run was discussed. As the fleet mechanic, Seth uses existing parts to help keep costs down. There have been several years where we have not bought new buses which contributes to more break downs and repairs. This year alone there were 68 field trips which puts a strain on the drivers and the buses, having spare buses helps this situation. Handicap buses were discussed. Last year a Transit Van was purchased that had two wheelchair positions. Additional seats were purchased so the transportation department can utilize it more. Joan stated that all buses have at least 2 cameras, while new buses come with four. The cameras are very helpful in investigating incidents that take place on the bus. The amount of transportation staff and the long reaching pick up and drop off points make it difficult to shorten runs.

Dr. Longo went to UCONN a few years ago and they couldn't make other adjustments to the Ashford runs. Outsourcing has been discussed. Sometimes they have to juggle due to field trips and sports. There was discussion regarding the bus shed. It is used to store keys for fuel, trip tickets and there is also a camera housed in the hut that records the back lot. Drivers clock in via phone or time clock. Use of phones is encouraged so that the drivers do not need to enter the building to clock in.

There are safety meetings held 3-4 times per year. There was some discussion regarding introductions to drivers and having the same drivers repeat runs and get to know parents and to be sure who should be at the bus stop.

Bus ride times were discussed. Joan stated that there are fewer calls about drive time. It is difficult to make the demographic runs with all the far-reaching bus pickups in Ashford. There is a statewide bus driver shortage. New regulations come out every year. It currently takes about 4 months to get a bus driver's license and 8 to 10 weeks to be cleared through fingerprinting to get that license.

There was discussion regarding bids for bus transportation and the suggestion was to pay companies to do an RFP bid, send a consultant to get a quote, and make sure BOE bus companies will only do an RFP bid. The BOE and town must have an input in any decisions. Joan stated that she goes to COSTA meeting's monthly. Joan shared an article about school transportation and the legalization to marijuana. Dr. Longo stated that the school is very lucky to have a very strong leader in the role of transportation coordinator.

There was discussion regarding the change in the parent drop off location. At first it was great, then parents who wanted to park and walk their students in were allowed in the front parking lot again, which is very unsafe for the students. Joan, Jim, and Troy will meet regarding the safety issue with drop off.

There was discussion regarding decommissioning bus 9.

Motion made by John Calarese to authorize the Administration to decommission Bus 9.

Motion seconded by Jane Urban and carried unanimously.

Second Opportunity for Public Comment

Tess Grous commented on the healthy communication within the board.

Non-Union Personnel Negotiations (Executive Session)

Motion made by Jane Urban to enter into executive session at 10:10 pm for the purposes of personnel negotiations and to invite Dr. Longo. Motion seconded by Shannon Gamache and carried unanimously.

Present: John Lippert, Jane Urban, Shannon Gamache, John Calarese, Dr. Longo

The board and Dr. Longo exited executive session at 10:45pm. There was no action taken.

AEA Negotiations Status Report (Executive Session)

Motion made by Jane Urban to enter into executive session at 10:45 pm for the purposes of personnel negotiations and to invite Dr. Longo. Motion seconded by Shannon Gamache and carried unanimously.

Present: John Lippert, Shannon Gamache, John Calarese, Jane Urban, Dr. Longo

The board and Dr. Longo exited executive session at 11:03 pm. There was no action taken.

Adjournment

Motion made by Jane Urban to adjourn the meeting at 11:03pm. Motion seconded by Shannon Gamache and carried unanimously.

Recorded by:

Lisa Dyer
Business Manager