

THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE Nov. 07, 2019 MEETING
REGIONAL SCHOOL DISTRICT NO. 4 Board of Education

A regular meeting of the Regional School District No. 4 Board of Education was held on Thursday, Sept. 05, 2019 in the John Winthrop Middle School Library, with the following Board members in attendance:

Jennifer Clark, DG Fitton, Jane Cavanaugh, Mario Gioco, Trisha Brookhart, Rick Daniels, Michelle Grow, and Kate Sandmann, as well as Senior Student Representatives Caroline Baldwin and Evan Benson

Also in attendance:

Administrators: Superintendent Brian J. White,
Assistant Superintendent Dr. Kristina Martineau
Director of Pupil Services Sarah Smalley
Business Manager Kim Allen;
Valley Regional Principal Mike Barile;
John Winthrop Principal Matt Espinosa
Region 4 Director of Facilities: Leigh Rankin
Board Clerk: Jennifer Bryan

CALL TO ORDER

Chair Jennifer Clark called the meeting to order at 7:01 p.m.

CONSENT AGENDA

Board member Gioco requested that the items in the Consent Agenda be separated for individual votes.

On motion duly made and seconded, the Board VOTED (7 Yes/ 0 No / 1 abstain – Grow = motion PASSED) to approve the minutes from the special meeting of May 22, 2019.

There was a motion and second to table the acceptance of the Accounts Payable report until such time as verification of the report can be made. Discussion was held. Members discussed the distinction between “approving” versus “accepting” the report. It was noted that the Board is asked to accept, not approve, the accounts payable report, which is audited during the year-end audit process. Other members voiced their desire to see the information conveyed in the accounts payable report presented in a different, more helpful, format in the future.

On motion duly made and second, the Board VOTED (5 Yes / 3 No - Grow, Sandmann, Brookhart / 0 abstain = motion PASSED) to table the acceptance of the Accounts Payable report until such time as verification of the report can be made.

AUDIENCE OF CITIZENS

Approximately 13 citizens were present. James Carey congratulated the high school on a great job providing a live feed of the 2018-19 graduation ceremony. He stated that he knows the Board had been discussing the possibility of videotaping Board meetings last year, and he hoped that they plan to hold more conversations

regarding the streaming of meetings.

On motion duly made and seconded, the Board VOTED (6 Yes / 2 No – Grow, Fitton / 0 abstain = motion PASSED) to add a discussion of a live feed of the BOE meeting to the end of the agenda.

REPORTS AND OTHER ITEMS

Superintendent's Report

Superintendent White provided the Board with updates on a variety of matters. He reported that the school year started with a great convocation and all of the schools had a great opening day. He has really enjoyed being out in all of the buildings and he congratulated Administration and Staff for such a smooth opening.

Mr. White reported that the last time the Board met on Aug. 26th, they reviewed an audit on the capital fund. The auditor, Charles Ward, will be presenting at a public workshop on Wed., Sept. 25th at JWMS at 6:00 p.m. He will be walking through the methodology of the audit and engage in a Q & A session to make sure everyone has an understanding of the process and outcome. Mr. Ward will also be looking at the history of the insurance account and reporting on that. He will share options for resolving the reported deficit as well as best practices relative to managing capital funds. This meeting will be informational only, no action will be taken, however there will be discussion of a timeline for action to reconcile this account and move forward as quickly as possible.

Mr. White reported to the Board that several non-certified staffing positions have recently been created to provide extra educational support and allow some outplaced students to return back into district with their peers. These positions were not listed in the budget, but will incur no extra budgetary costs, as savings from outplacement tuition will be used to fund them.

Mr. White gave a status update on the Board's request that an RFP be put out for a real estate agent to market the possible sale of the Falls Landing property. An RFP was placed on the website on May 23rd and was published in the June 6th Valley Courier. A walkthrough of the property was held on June 10th, but no one attended and no proposals were received by the June 14th deadline.

Mr. White reported to the Board that a tree company doing work for Eversource this summer on JWMS property caused some damage to the driveway. An insurance claim has been filed and the district is expecting a payment of \$17,800 to pay for the necessary repairs. The repair work is currently anticipated to be done on September 30th, a school holiday.

Mr. White shared an update on Title IX work - specifically as it relates to athletics, as several people mentioned that as an area of interest during conversations over the summer. Mr. White reported that Dr. Martineau, Mrs. Allen, and he recently met with Principal Barile and VRHS Athletic Director Jeff Swan. They have practices in place now for season to season comparisons and accuracy checks on spending for athletic programs.

Mr. White shared an update on the status of underground tanks at JWMS and VRHS. There are no leaks, but some unbudgeted repair work will need to be completed. He will provide more information to the Board as it becomes known.

Mr. White reported that the Region 4 Buildings and Grounds Subcommittee will begin meeting in October and he asked that BOE membership be confirmed. Chair Clark noted that new committee assignments are not made by the Chair until after the November meeting and election of officers, so the representatives currently listed will remain the representatives until such time as any new appointments may be made.

Mr. White reported that the security project approved by the Board to create a secured vestibule in the main entrance at JWMS will be going forward over the April break. Due to the scope of the project and the need for changes in staffing configurations in order to support the change, the project was postponed until April. This avoided being in the midst of construction during the opening of school and causing a disruption to students.

Introduction of New Teachers

Principals Mike Barile and Matt Espinosa introduced new teachers hired at Valley Regional High School and John Winthrop Middle School for the 2019-20 school year.

Assistant Superintendent's Report

Dr. Martineau reported that they held a wonderful convocation on Aug. 26th that really set the tone for the year to focus on teaching and learning with students at the center of it all. The morning started with a performance by VRHS students.

Dr. Martineau provided the Board with an update on summer curriculum work and professional development. Over sixty teachers were working on curriculum, indicators of success and assessment design and development. Three days of professional development were held before the opening of school and positive feedback from teachers indicated they were happy with the pace and tempo of those days.

Director of Pupil Services Report

Sarah Smalley reported they held a fantastic Celebrate Learning program over the summer and served students ages 3-21. She thanked teacher Jesse Herman for securing a Workforce Alliance grant which enhanced the work experience of the older students this summer. She has been very busy hiring new and replacement staff over the summer, as well as considering options for moving students back into district. She thanks the Board for their past and ongoing support of Pupil Services.

Financial Status Report

Business Manager Kim Allen reviewed the financial status reports for both year-end and the current fiscal year. She noted that she has been working with Superintendent White to change the format of the financial reports and has more closely aligned them to the reports the Board receives at budget workshops. She said she would appreciate feedback on the new format and to please let administration know of any changes they would like to request. She also presented the Board with recommended year-end transfer of funds.

There was a motion and second to approve the transfers as presented in the handout.

Board member Gioco made a motion to table the motion to approve the transfers. There was no second to the motion to table the motion to approve the transfers.

On motion duly made and seconded, the Board VOTED (7 Yes / 1 No – Gioco / 0 abstain = motion PASSED) to approve the transfers as presented in the handout (see attached handout)

Mrs. Allen provided an update on the status of a variety of facilities projects including the completion of the tank removal project; the start of Phase I of the curbing projects at JW and VR, the senior parking lot lighting project; work on drainage areas; and the isolation of a leak in the JWMS gym roof. Mrs. Allen thanked Mrs. Rankin and her team, who have all been very busy over the summer making the buildings look phenomenal for the start of school.

Region 4 Student Representatives Report

Senior Student Representatives Caroline Baldwin and Evan Benson updated the Board on fall sports; upcoming band trips; fundraisers; Capstone opportunities, and the Freshman Transition program being held at Camp Hazen tomorrow. The musical this year will be “Matilda” and auditions will be held in a few weeks. They also mentioned how helpful their counselors have been in their work on college applications.

Principal Updates

Valley Regional High School Principal Mike Barile updated the Board on the opening of the 2019-20 school year. Valley opened their doors to 584 students (10 less than last year) and had a great opening. This is the inaugural year for the IB program. There are 17 in the cohort and about a dozen taking certification courses. They make up a nice community of learners and are off to a great start. All of the students, regardless of being enrolled in IB, or not, are benefitting from the professional development and IB training that teachers have experienced.

Back to School Night was held last night and Mr. Barile shared a laudatory e-mail complimenting the faculty on their dedication and preparation. He also discussed the upcoming fifth year NEASC reporting.

Board members asked Principal Barile to be mindful of how the high school can help to raise awareness of the students to the dangers of vaping and CBD products.

A member shared a concern she heard from a few parents who attended back to school night and felt that the non-IB classes seem a fair bit larger this year in comparison to past years. She is asking that the administration keep an eye on the possible need for more teachers as the budget season approaches.

John Winthrop Middle School Principal Matt Espinosa stated that he was very excited to be starting the new school year at JWMS. He has found it to be very welcoming and impressive since his arrival in July. The Middle School welcomed 257 students and had a very smooth opening. He noted that 109 of 112 seventh graders attended seventh grade orientation. This has allowed them to enter confident and ready to go.

Soccer tryouts are scheduled for tomorrow and intramurals will be starting soon; Back to School night will be held on Sept. 11th from 6:30 – 8:30 p.m., and Youth in Action has been busy planning the first dance for Sept. 27th.

Mr. Espinosa also spoke about the culture of inclusion and kindness at JWMS. He mentioned that he has already witnessed multiple acts of kindness in the first few days of school.

REPORTS

Committee Reports

Supervision District Committee Update - Board Vice Chair Cavanaugh reported that the Committee met on August 26th. They decided to wait on year-end transfers until they had a better understanding of electric and fuel bills.

Joint BOE Ad Hoc School Security Advisory Committee – Board member Fitton reported that the Committee met on Aug. 15th and have set their schedule for upcoming meetings throughout the year.

There was a chance for discussion of the following pending policies which had a first reading at the June 6th Joint BOE and will be up for discussion and possible VOTE at the October 03, 2019 Joint BOE meeting.

Policy #3300 Purchasing Authority

Policy #3453 Student Activity

Policy #5141.21 Administering Medication

A first reading and discussion was held on the following Region 4 Only policy as recommended by the Joint BOE Policy Committee: #6172.6 On-line Courses. It will return for a second reading and possible vote at the next Region 4 BOE meeting. The Board asked that the Joint BOE Policy Committee re-look at the policy, while keeping a few requested revisions in mind, in order to remove subjective or nonessential language to streamline the policy. Additionally, the word “virtual” should be removed from all locations.

The Joint BOE Policy, Curriculum, and Finance Committees are all scheduled to meet later in the month.

ADDED AGENDA ITEM (per earlier motion) – Discussion of a Live Feed of Board Meetings

Board member Daniels reported that he has been investigating possible ways to provide remote viewing of Board meetings. He had initially anticipated Valley as a resource, but that is not feasible. He has been referred to the Director of Technology to see if existing equipment at JWMS may be utilized in some manner. He is currently working through the feasibility and possible resources, but it has not been forgotten.

AUDIENCE OF CITIZENS - 8 present

Mike Hammond noted that the Board had held a very productive and orderly meeting. He complimented Superintendent White and Principal Espinosa on their great presentations. He asked that they examine Title IX they also consider spending by booster clubs and how it may affect equality between sports.

FUTURE AGENDA ITEMS AND CALL FOR NEW ITEMS

Region 4 Public Workshop on Audit of Capital Fund @ 6:00 p.m. @ JWMS Media Center

Next Joint BOE Meeting is Thursday, Oct. 03, 2019, 2019 @ 7:00 p.m. @ JWMS Media Center

Next Region 4 BOE Regular Meeting is Thurs., Oct. 03, 2019 immediately following Joint BOE meeting

All BOE Retreat Sat., Oct 5th, 2019 from 9:00 a.m. – Noon @ JWMS Media Center

Next Region 4 BOE Regular Meeting Thurs., Nov. 07, 2019 @ 7:00 p.m. @ JWMS Media Center

Election of Board Officers (*Nov. - or after seating of new members*)
Profile of 2019 Graduating Class (Nov.)
Yearly BOE Self-evaluation (TBD)

There was some discussion that the yearly BOE self evaluation may best be held in some time in December, after the seating of new members in November. The Board will determine a date they wish to hold it.

It was requested that future agenda items may also include discussions regarding the following matters:

The possibility of charging extra fees for IB, athletics, on-line courses, etc...

A better way to market and sell the Falls Landing property

Possibly examining all open land and its current, future or potential uses

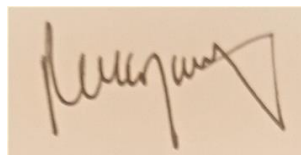
Superintendent White reported that administration has already been holding preliminary discussion regarding creating an assessment of all facilities, including athletics and prioritizing use and needs. They will develop a plan to propose uses, needs, and improvements for the short and long term and will make recommendations for the Board to consider.

Chair Clark thanked the Board for their time and commitment to Region 4.

ADJOURNMENT

On motion duly made and seconded the Board unanimously VOTED to adjourn at 8:35 p.m.

Respectfully Submitted,

A handwritten signature in dark ink on a light brown rectangular background. The signature is cursive and appears to read 'R. Daniels'.

R. Daniels BOE Secretary

J. Bryan, Clerk

REGIONAL SCHOOL DISTRICT NO. 4

CHESTER • DEEP RIVER • ESSEX

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Sarah Smalley
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Kim Allen
Business Manager
kallen@reg4.k12.ct.us

To: Brian White, Superintendent
From: Kim Allen, Business Manager
Date: September 5, 2019
Re: Recommended Region 4 Budget Transfers – Year-End 2018-2019

I would like to make the following recommendations to the Board for 2017-2018 budget transfers. Please contact me prior to the next BOE meeting with any questions so that I will be prepared to answer them at the meeting.

Object 100:	Salaries	Decrease	\$11,799
Object 200:	Fringe Benefits	Decrease	\$116,356
Object 300:	Purchased Services	Increase	\$11,314
Object 400:	Rentals & Repairs		
Object 500:	Other Outside Services	Increase	\$18,188
Object 600:	Supplies		
Object 700:	Equipment		
Object 800:	Other Miscellaneous	Increase	\$4,488
Object 900:	Debt/Transfers	Increase	\$94,165

Total Transfers \$0