

Ashford Board of Education  
**Regular Meeting Minutes – October 16, 2014**  
**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 7:31 PM. Present were J. Rupert, D. Wesson, Board member elect J. Mozeiko, K. Warren, K. Rourke and J. Lippert (7:59 PM). Also present were business office staff members D. Morgan and L. SanDiego, AEA representative D. Compton and recording secretary J. Barsaleau. Unable to attend was board member L. Donegan and Superintendent J. Longo.

**Persons to be Heard**

None

**Communications**

The chair reported he had received a publication concerning the CABA Delegate Assembly to be held 11/13/14. A letter from C. LaFlamme-Miller of C.L. Services was received stating that the firm would no longer be providing business manager oversight of the district business staff effective 10/16/14. Included in the agenda packet received by the board was a letter from the Town Clerk's office concerning the filing of the Annual Meeting Schedule, meeting filing deadlines and clarification of FOI e-mail rules; an updated list of Board members; the Fall employment law newsletter from Shipman & Goodwin and articles that appeared in the Chronicle for the 300<sup>th</sup> Anniversary Parade.

**Approval of Minutes: 10/02/2014; 10/09/2014**

Motion to approve the regular meeting minutes of 10/02/2014 made by D. Wesson, seconded by K. Rourke and carried unanimously. J. Mozeiko did not cast a vote.

Special meeting minutes of 10/02/2014 and 10/09/2014 were tabled until the next meeting.

**Administrative Reports (Superintendent, Principal, Director of Pupil Personnel, Cafeteria)**

The Superintendent, Principal, Director of Pupil Personnel and the Health Room each provided a report prior to the meeting. All were discussed with conversations including, but not limited to non-certified staff negotiations, Board of Education self-evaluation, continuing the discussions that occurred during the board retreat and board goals. The board commented on the Principal's report and asked that it be sent home with students. The Director's report was reviewed and the board will revisit if necessary. The board asks for more detail concerning the health room report. J. Barsaleau will follow up on the BOE's request with the nurse.

**a. Review Financial Reports/Quarterly Budget Transfer (per BOE policy)**

Several financial reports were provided to the board for review. L. SanDiego and D. Morgan addressed the August reconciliation report, September accounts payable, trial balance summary through August; first quarter Cafeteria profit and loss report and first quarter actual and budgeted expense and encumbrance report. It was noted that the prior year budget is not yet closed, pending conclusion of the audit and any necessary adjustments, and that number is presently reflected in the BMSI trial balance. There is an \$8.03 difference in the reconciliation report that remains unidentified. This number will remain in future reconciliation documents going forward. Salary and benefit objects have been encumbered and the remaining objects will be encumbered over the coming days and will be presented to the board at the 2<sup>nd</sup> November meeting.

J. Rupert distributed working draft reports to members for review, and stated the documents were for BOE use only at this time. These were reviewed and will be updated based on board feedback and revisited if needed.

Motion made by K. Warren to table action on object budget transfers until the second quarter of the fiscal year, motion seconded by J. Lippert and carried unanimously. J. Mozeiko did not cast a vote.

**Old Business**

**a. Final Reading of Amended Policies (Bullying Prevention, Safe School Climate Plan; Student Discipline)**

The policies were amended by legal counsel and reflect current statutory and legislative changes.

Motion to approve the amended policies as presented made by K. Rourke, seconded by D. Wesson and carried unanimously. J. Mozeiko did not cast a vote.

**New Business**

**a. Non-Certified Staff Appointment**

Candidates were interviewed for the part time office secretary vacancy. Pamela King was recommended for this position following the interviews.

Motion made by D. Wesson to appoint Pamela King to the part time office secretary position, seconded by J. Lippert and carried unanimously. J. Mozeiko did not cast a vote.

The board welcomes Mrs. King to the staff.

**Next Meeting Date/Agenda Items**

The next regular meeting date is November 6th. Agenda items will include the Superintendent Evaluation, 2015 Board meeting schedule, and board goals.

**Superintendent Evaluation (Executive Session Anticipated)**

This item was tabled due to the absence of Dr. Longo.

**Adjournment**

Motion to adjourn the meeting at (9:09 pm) made by D. Wesson, seconded by K. Warren and carried unanimously. J. Mozeiko did not cast a vote.

Recorded by:

Jennifer Barsaleau  
Recording Secretary

*Approved by the Ashford BOE:*