

Ashford Board of Education
Meeting Minutes – September 3, 2015

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 Vice-Chair K. Rourke called the meeting to order at 7:32 PM. Present were K. Rourke, J. Mozeiko, J. Lippert and K. Warren. Also present were Dr. J. Longo, Superintendent, Business Manager D. Neel and recording secretary J. Barsaleau. Present in the audience were R. Haeger and S. Morytko (8:17 pm). Unable to attend were members J. Rupert, L. Donegan and D. Wesson.

Persons to be Heard

None

Communications

K. Rourke shared with the members that J. Rupert was unable to attend this evening for medical reasons and the board of education has sent him a get well basket.

K. Rourke acknowledged receipt of the CAFE Journal and noted there were some interesting articles in this month's publication, notably concerning new legislation concerning chronic student absenteeism. CAFE also sent a memo concerning upcoming elections, and a flyer listing workshops that are available to board member candidates.

A heart felt thank you note was received from Sarah Caldwell, a recipient of the 2015 Bicknell Scholarship.

Dr. Longo asked that the board consider adding an item to the meeting agenda, the decommissioning of school buses, at the request of the fleet mechanic.

Motion made by K. Warren to add the decommissioning of school buses to the agenda as item 7c, seconded by J. Mozeiko and carried unanimously.

Approval of Minutes: 08/20/2015 (special) 08/20/2015 (regular)

Motion to approve the special meeting minutes of 08/20/2015 made by K. Warren, seconded by J. Mozeiko and carried unanimously.

Motion to approve the regular meeting minutes of 08/20/2015 made by J. Lippert, seconded by K. Warren and carried unanimously.

Distribution of Administrative Reports

a. Superintendent

Dr. Longo distributed a list of goals for consideration by the Board. The list is a draft and should be a starting point for the board to use for discussion in setting its goals. Members commented that Dr. Longo's pending Ashford Citizen article about STEAM is very good and that perhaps it should be sent to EASTCONN or other media outlets, and should be placed on the website in a prominent place.

Board members were also given a worksheet concerning the proposed discussion of capital planning items. K. Rourke asked that a new financial system be added to the capital list. Dr. Longo also noted the need for discussion of three-year academic goals. It was agreed by the members present to table any further discussions of board goals, academic goals and capital planning until most if not all members can be present. Dr. Longo suggested a meeting be called and dedicated only to these topics, and in the meantime, members should review these materials and add their ideas and suggestions.

At the July 16th meeting, information was discussed concerning proposed stipends for the planned after school program. Members reviewed a draft memorandum of agreement for program related stipends, but requested more detailed information concerning the total costs, including all budget lines that would be impacted by the program, wages, taxes, supplies, etc. D. Neel will gather this information for the next meeting. The board asked how notice about the program would be made to families and how it would be publicized to people outside of the school community who may be interested in participating? Dr. Longo will discuss these questions with Mr. Hopkins, but expects that he has already addressed them.

b. Business Manager

A FY 15 year-end activity report of the business office was distributed for review. D. Neel stated that he is very excited to be here, and wished to recognize the efforts of D. Morgan and L. SanDiego in ensuring that all reports were completed on time or ahead of targeted dates. From his perspective, all has gone

smoothly with the audit. K. Rourke asked for financial reports for FY 15 and FY 16. K. Warren requested financial reports be in an object detail format each month going forward. Members of the board thanked Mr. Neel for coming this evening and are happy to have his expertise and guidance.

New Business

a. Approval of 2015 Medical Standing Orders

Copies of the proposed orders were provided to members. Per the school medical advisor, this document is not for publication or distribution.

Motion made by K. Warren to approve the 2015-2016 medical standing orders as presented by Dr. Ronald Kelly, seconded by J. Lippert and carried unanimously.

7. Old Business

a. Board of Education Goals

b. Long Term Planning

1. Capital Improvement

2. Three Year Plan

As stated earlier in the meeting, these items were tabled. Drafts of all items will be emailed to members with tentative plans to discuss them in early October.

c. Decommissioning of School Buses

Fleet mechanic S. Lyman requested that this item be added to the agenda. He reported that Bus #4 and Bus #6 are not actively in service and will not be placed into service. The board requested an updated school bus inventory. D. Neel will provide this information.

Motion made by K. Warren to decommission from active service school bus #4 and school bus #6.

Motion seconded by J. Mozeiko and carried unanimously.

A letter will be sent to the First Selectman indicating this action and will include the model, year and vehicle identification number (VIN) of the buses that are removed from service.

Next Meeting Date/Agenda Items

The next meeting date is 9/17. K. Warren will be unable to attend. Agenda items include financial reports for FY 15 and FY 16, administrative reports, cafeteria report, possible first reading of policies, review of after school program MOU and associated program costs.

MEUI Local 506 Negotiations (Executive Session, Action Anticipated)

Executive session was waived. Dr. Longo and J. Mozeiko summarized negotiations with the bargaining unit. Union membership ratified the agreement prior to the start of this board meeting. Highlights of the agreement included:

- wage increases of 2.75% in year 1 and 3% for years two and three
- contributions to tax shelter annuity are increased to 3.5% for year 1, 4.5% in year 2 and 5.5% in year 3.
- health insurance plan changes from PPO to an HSA effective 10/1/15
- reduction of sick days from 15 per year to 12.
- creation of a sick bank representative of a 3-day contribution per eligible member.

Motion made by J. Lippert to ratify the successor agreement by and between the Ashford Board of Education and the Municipal Employees Independent Unit, Inc. for the period of July 1, 2015 – June 30, 2018. Motion seconded by J. Mozeiko and carried unanimously.

Review of the Superintendent Evaluation Instrument

Members are asked to review the document used to evaluate the superintendent and are to send any changes/edits to the document to J. Barsaleau. Superintendent Evaluation will be added to the first meeting agenda in October.

Motion to adjourn the meeting at (8:44 pm) made by J. Mozeiko seconded by K. Warren and carried unanimously.

Recorded by:

Jennifer Barsaleau