

Ashford Board of Education  
Meeting Minutes – December 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 J. Rupert called the meeting to order at 7:31 pm. Present were members K. Rourke, K. Warren, M. Matthews, J. Lippert, L. Donegan and J. Calarese (7:33 pm), Superintendent Dr. J. Longo, Principal T. Hopkins and recording secretary J. Barsaleau. Present in the audience were B. Duffy, P. Varga and AEA president E. Turcotte (8:10 pm).

**2016-2017 Public Budget Input**

J. Rupert began by welcoming both new and returning members of the Board of Education. Mr. Rupert explained the value of public input to the Board's budget and its importance. He then opened the floor for public comment.

Paul Varga introduced himself and asked that there be detailed budget accountability and inquired about the number of administrators. Members responded that financial reports, including accounts payable reports, are a part of the approved board minutes and posted to the school website. The number of school administrators is necessary to support Ashford's educational goals for its students.

Bev Duffy asked the board to consider expansion of foreign language, either in school or after school. A brief exchange followed noting Spanish instruction begins in 2<sup>nd</sup> grade and there are options available for students to pursue other languages.

**Communications**

Copies of School Planning and Management and District Administration magazine were received. Dr. Longo's monthly article and his notice of public budget input were published in the Ashford Citizen.

**Board of Education Committee Appointments**

By mutual agreement of the membership, committee assignments are as follows:

Policy	All members
Capital Planning	John Lippert (James Rupert, alternate)
Cafeteria	John Lippert, Kimberley Rourke, Marian Matthews
Personnel	Lisa Donegan, Kay Warren, James Rupert
Building & Grounds	John Calarese, Lisa Donegan, Marian Matthews
Finance	Kimberley Rourke, John Lippert
Transportation	Kay Warren, James Rupert, John Calarese

The Board of Education page on the website will be updated to include board member email addresses and committee assignments.

**Board Roundtable**

J. Rupert asked Dr. Longo to begin a roundtable budget discussion. Dr. Longo explained that his budget is zero based. Staff members give their budget requests to the Principal, which are then forwarded to the Business Manager to create an initial working draft. A status quo budget is created and reflects only known increases in contractual obligations and the quoted estimate for health insurance costs. The Superintendent will provide the Board with four options concerning staffing and a list of items that have been requested for their consideration. Members will receive a working draft from Dr. Longo next week and will be asked to review it prior to the next meeting.

Board members held lengthy discussion, asking questions of Dr. Longo and Mr. Hopkins. Topics of discussion included, but were not limited to, receiving tuition students; preservation of programs; furthering the STEAM model; building and facility repairs/improvements; virtual classroom options; health insurance costs; strategic planning; energy savings and details of the budget presentation.

**Second Opportunity for Public Comment**

Mr. Varga spoke about distance learning, technology and use of electronic media in lieu of textbooks. He suggested that budget related documents be placed on the home page of the school website.

Mrs. Duffy inquired if there were any non-resident students at our school? Dr. Longo responded there were none.

**Next Meeting Date/Agenda Items**

The next regular meeting date is 12/17. Agenda items include administrative reports, budget, capital planning, second reading of policies, Bicknell scholarships, and superintendent evaluation.

**Superintendent Evaluation (Executive Session, Action Anticipated)**

***Motion made by J. Rupert to enter into executive session (9:50 pm) for the purpose of evaluation of the Superintendent. Motion seconded by J. Lippert and carried unanimously.***

Present: J. Rupert, K. Warren, J. Lippert, K. Rourke, J. Calarese, M. Matthews, L. Donegan.  
The Board exited the session at 10:36 pm.

There was no action taken.

***Motion made by M. Matthews to adjourn the meeting at (10:39 pm) seconded by K. Rourke and carried unanimously.***

Recorded by:

  
Jennifer Barsaleau  
Recording Secretary

*Approved by the Ashford Board of Education:*

*December 17, 2015*