

Ashford Board of Education
Meeting Minutes – January 19, 2017
7:00 p.m.
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

Chair J. Rupert called the meeting to order at 7:11 pm. Present were members J. Rupert, L. Donegan, J. Lippert, J. Calarese and K. Warren. Also present were Superintendent Dr. J. Longo and recording secretary J. Barsaleau. Present in the audience were resident M. Caye and Lincoln Investments advisor J. Tomaneng. Unable to attend were board members K. Rourke and M. Matthews.

Persons to be Heard

a. Comments Concerning Items on the Posted Agenda

M. Caye commented that distractions remain in the second grade and she is hopeful that the resources directed to this group of students will continue. She reiterated her understanding that the board of education's budget will reflect three Grade 3 classroom teachers for the next school year.

Review of Bicknell Trust Account (J. Tomaneng, Lincoln Investments)

Jeff Tomaneng of Lincoln Investments provided the board with a written performance analysis of the Bicknell Trust. Mr. Tomaneng is the district's 403b program representative and investment fund contact for the Bicknell Education Trust. Board members asked questions concerning the overall health of the fund, its composition and risk assessment as it relates to scholarship fund distribution. The board will review the fund annually in November.

Communications

Notification from the NAEYC Accreditation of Early Learning Programs was received for a new five-year cycle through 8/1/2022. The Board shared its appreciation of the extensive amount of time and effort that is spent by our staff to to achieve this very important designation. The Board wished to recognize the invaluable efforts of Ginger Lusa in this process and as a member of the Ashford School faculty.

J. Rupert briefly addressed an email communication concerning unexpended educational funds. The Board's five-year capital list is filed annually with the Capital Improvements Committee as required. A written request was made to the Board of Finance to request release of these funds toward the completion of the ceiling project that is listed in the current five-year plan. Once unexpended funds have been released, the Board of Education may begin plans to complete this project. The Board will work in concert with the First Selectman's office to coordinate efforts as needed.

Approval of Minutes: 01/05/2017

Motion made by J. Lippert to approve the meeting minutes of 01/05/2017 with the following amendment: K. Warren was present at the meeting. Motion seconded by L. Donegan and carried unanimously.

Superintendent's Report

a. Business Manager Search Update

The search committee consists of Dr. Longo, J. Calarese, C. Silver-Smith and K. Rourke. The committee interviewed three applicants and recommended an offer of employment be made to one of the candidates that interviewed.

b. FY 18 Budget Preparation

The first draft of the FY 18 Budget Narrative was sent to members by email. Members were asked to review the document and offer any additions, deletions or suggestions to Dr. Longo as soon as possible.

Motion by J. Rupert to add to the agenda as item 7.5 "Capital Improvement Committee Report".

Motion seconded by K. Warren and carried unanimously.

J. Lippert attended the capital meeting on 1/18/17. Capital expenditure requests for amounts over \$5,000 must be made using a specific form that includes justification and supporting documentation for the request. Forms for purchase for school buses and renovation of the former tech ed space will be completed for submission at the 1/25/17 meeting of the committee.

New Business

a. First Reading of Policies (Series 4000: Alcohol, Tobacco and Drug Free Workplace; Concussion Management and Training for Athletic Coaches; Family and Medical Leave; Series 5000: Search and Seizure)

The policies were prepared by counsel and reflect amendments or changes driven by legislative activity. They will be on the agenda for second reading in February/March. Members were asked to review them

prior to second reading, and submit any questions or concerns. The Search and Seizure policy contains an optional addendum for board consideration.

Old Business

a. Authorize Number and Denomination of 2017 Bicknell Trust Scholarships

Motion made by J. Lippert to authorize four Bicknell Trust Scholarships in the amount of \$1,000 each for 2017. Motion seconded by K. Warren. Discussion followed. Motion was amended to authorize that Bicknell Scholarships may not to exceed a total of \$4,000 with the board authorizing award of a maximum of four awards at \$1,000 each. Motion as amended, carried unanimously.

b. Unexpended Educational Funds Request Follow Up

Discussed earlier in the meeting under Communications.

c. Second Reading of Policies (Series 5000: Attendance, Truancy and Chronic Absenteeism; Non-Discrimination; Child Sexual Abuse Response and Reporting; Food Allergies and Glycogen Storage Disease; Physical Activity and Student Discipline)

Motion made by J. Lippert to approve the policies as prepared by counsel. Motion seconded by L. Donegan and carried unanimously.

Next Meeting Date/Agenda Items

The next regular meeting date is 2/02/17. A special meeting will be called for 6:15 pm for Superintendent Evaluation. Regular meeting agenda items include FY 18 budget, approval of the 2017-2018 school calendar, business manager search update, facility manager, second reading of policies, executive session for superintendent evaluation.

Second Opportunity for Public Comment

None

Superintendent Evaluation (Executive Session, Action Anticipated)

This item is tabled, a special meeting will be posted for February 2nd.

Motion to adjourn the meeting (9:22 pm) made by L. Donegan, seconded by J. Lippert and carried unanimously.

Recorded by:

Jennifer Barsaleau
Recording Secretary