

Ashford Board of Education
Meeting Minutes – August 24, 2017
7:00 p.m.
Library/Media Center

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 7:10 pm. Present were members J. Rupert, J. Calarese, M. Matthews, J. Lippert, K. Warren and K. Rourke. Also present were Superintendent Dr. J. Longo, Principal T. Hopkins, Asst. Principal G. Dukette, Business Manager L. Dyer and recording secretary J. Barsaleau. Unable to attend was board member L. Donegan and Director of Special Education C. Ford. Present in the audience were K. Johnston, G. Zaicek, R. Haeger, J. Urban and C. Rupert (7:22 pm).

Persons to be Heard

a. Comments Concerning Items on the Posted Agenda

G. Zaicek expressed that she would like to work more closely with the Board of Education on capital improvements, non-lapsing funds use and budget.

K. Johnston inquired if there may be changes to bus routes forthcoming as some students were three to a seat on some routes last year. R. Haeger felt there were some management concerns last year.

Communications

Members received information concerning early registration at the CABE convention. An electronic communication was received from S. Schillinger concerning FY 18 wage negotiations that had been previously discussed. L. Dyer confirmed that the numbers in question are in the proposed budget, however, no wage increases other than those prescribed by collective bargaining may be modified until a budget has been approved.

Approval of Minutes: 08/03/2017

Motion by J. Lippert to approved the special meeting minutes of 08/03/2017. Discussion followed resulting in the following edits: under “Communications”, strike “Term 1” from the first sentence; under “Superintendent’s Report” insert the word “approximately” before \$70,000 in the third sentence. Under item b, “Old Business” should read “Dr. Longo suggested \$1,000 for tuition based on the fact that the teacher would help with curriculum programming.”

J. Lippert amended his motion to approve the special meeting minutes of 08/03/2017 as amended.

Motion seconded by K. Rourke and carried with one abstention (J. Rupert).

Superintendent’s Report

None

Business Manager Report

a. Review Draft of FY 18 Budget

A zero budget draft document was included in the agenda packet for members to review. L. Dyer distributed budget and accounts payable reports for July and August. There were no expenses made for the benefit of the Superintendent.

b. FY 17 Year-End Budget Update

L. Dyer distributed the June accounts payable report and final FY 17 budget report with an ending balance remaining of \$21,458.10. Lisa noted that \$25,000 remains encumbered for the current tech ed. space renovations. Also distributed was a list of final FY 17 budget transfers. L. Dyer was asked to review an expense paid to Rockfall Construction in object 640 on the accounts payable report.

There were no expenses for the benefit of the Superintendent.

Motion made by K. Rourke to approve final FY 17 budget transfers and financial report, motion seconded by J. Lippert and carried unanimously.

c. FY 17 Audit

The auditors were present at the Town Hall and at the district offices earlier in the month.

L. Dyer left the meeting (8:00 pm)

Administrative Reports (Principal, Asst. Principal, Director of Special Education)

The administrators prepared a joint power point presentation for the meeting. A copy was included with the board agenda packet. Mr. Hopkins and Mr. Dukette each reviewed their presentation. Any questions concerning the content should be directed to the appropriate administrator.

New Business

a. Staff Resignations

Dr. Longo received letters of resignation from Danielle Romano, School Psychologist and paraprofessionals Megan Gendron and Chelsea Samperi.

Motion made by J. Lippert to accept the resignations of Danielle Romano, Megan Gendron and Chelsea Samperi. Motion seconded with regret by K. Rourke and carried unanimously.

b. Request Approval of Staff Appointment

Dr. Longo received a recommendation for the appointment of Christina Siggins to the position of school bus driver. Mrs. Siggins is an experienced driver and will fill a vacancy carried over from last school year.

Motion made by K. Warren to approve the appointment of Christina Siggins to the transportation staff, motion seconded by J. Lippert and carried unanimously.

c. Request Approval of School Lunch Price Increase

Each year the lunch program is required to review the price of paid meals in order to participate in the National School lunch program. Based on that review, Ashford Food Services requests a \$.05 increase in school lunch price to \$2.75.

Motion made by J. Calarese to increase the price of a school lunch by \$.05 to \$2.75, motion seconded by K. Rourke and carried unanimously.

d. Board Authorization of Use of Non-Lapsing Educational Funds for the Purchase of Heating/Cooling Unit(s) in Former Tech Ed Space

e. Facility/Maintenance Update

Motion made by J. Rupert to reverse the order of New Business items d and e on the agenda. Motion seconded by J. Lippert and carried unanimously.

Ashford School is a member of the Capitol Region Council of Governments (CRCOG). As a member of CRCOG, state approved contractor services are available. Tech Ed space renovations are being completed by Rockfall Construction through this affiliation. Currently, the renovations are not completed to the satisfaction of town building official, the fire marshal or the board due to permitting concerns. A list of required items and fit & finish issues has been created and much discussion followed on how to best resolve them. A meeting will be scheduled with the general contractor, building officials, Dr. Longo and members of the board to discuss a plan to address items on the list that are the responsibility of the contractor. Further discussion followed concerning the heating/cooling needs of this space. Dr. Longo suggested restoration/reconnection of the existing heating units in this area as they are largely still intact.

Motion made by J. Rupert to authorize the Superintendent to seek use of unexpended educational funds for the purposes of providing for repairs to the existing heating system of the tech ed space and for any other required items necessary to complete said renovations to the satisfaction of all parties.

Motion seconded by K. Rourke and carried unanimously.

Recently, J. Rupert and J. Calarese completed a partial walk through of the building. Items of concern were noted such as water leaking in a boiler room and gasoline powered maintenance tools stored inside in a boiler room. A list of concerns was completed and shared with the Superintendent. The water leak has been addressed, and balance of the list will be reviewed with the maintenance and custodial staff.

Old Business

a. Tech Ed Space Renovation Update

N/A

b. Garden Club Follow Up

M. Matthews suggested tabling this item until the next regular meeting.

Next Meeting Date/Agenda Items

Facility and Tech Ed Space updates, FY 18 budget, non-resident staff tuition.

Second Opportunity for Public Comment

G. Zaicek asked that the board keep the Board of Finance apprised of how unexpended educational funds are or will be used.

Motion to adjourn the meeting (9:25 pm) made by M. Matthews, seconded by J. Calarese and carried unanimously.

Recorded by:

Jennifer Barsaleau, Recording Secretary