Regional School District 12
Board of Education Meeting Minutes
Shepaug Valley School
February 25, 2019

The Board of Education meeting was called to order at 7:06 p.m., on Monday, February 25, 2019, by Chairman Anthony Amato. Present were Board members John Buonaiuto, Alan Brown, Gregory Cava, Michelle Gorra, Stephanie Kolnick, Jennifer Pote, Lisa Roush, Michael Sinatra, and Peter Tagley. Mrs. Megan Bennett, Superintendent, and Nicole Grant, Director of Finance. Absent: James Hirshfield and Julie Stuart.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Approval of Minutes: Board Meeting, January 28, 2019
Revision: 2019-2020 Board of Education Meeting Schedule
*Second Readin*g: Bylaw 9010 – Limits of Authority
Second Reading: Bylaw 9040 – Board of Education Responsibilities

Chairman Amato requested that the agenda be rearranged for the following to be at the beginning of the meeting: Infrastructure – Vic Vicenzi; and DARE, Transition to Another Program – Rich Innaimo, SRO.

NEW TOPICS AND UPDATES

Infrastructure: Vic Vicenzi, IT, reported on updates regarding technology. Mr. Vicenzi reported that the updates are complete for the latest version of PowerSchool. Mr. Vicenzi reported on Gradebook, honor roll calculations, finalizing the 2019/2020 schedules and student GPA. Mr. Vicenzi stated that PowerSchool items have been put into the budget, such as a new server, as well as a budget item to plan for a second firewall to be located at an alternate school. This is due to a recent issue regarding a power outage. Mr. Vicenzi stated that he has been working with Don O'Leary and the O&G Construction Manager for the planning of placing a telecom closet into another part of the building. This can be done once the IT techs are able to access the new construction areas, estimated to be at the end of the school year.

DARE Transition to another Program: As Resource Officer Rich Innaimo prepared a PowerPoint presentation, Superintendent Bennett spoke on a conversation they had had regarding the Drug Resistance Education Program. The program being used is DARE, and is currently only with the fifth grade students. Officer Innaimo stated that he has been tailoring the program to meet the needs of the region to make it unique to our area regarding life skills and peer pressure. Currently, there are 10 lessons at the fifth grade level. Officer Innaimo explained that by using a new program, the model would be eight lessons for fifth graders and two lessons for sixth graders. Officer Innaimo reviewed course content followed by a sample video from Drugfreeworld.org. Officer Innaimo shared that he is on the Prevention Council where it was recently discussed to have programs at the high school level. Questions and conversation with the Board followed. A common interest from Board members would be to continue the program into the upper grades with the use of a new program. Officer Innaimo stated that he would like that and he is working on lessons and a name for a new program. Officer Innaimo added that he would consider doing parent meetings.

REPORTS AND RECOGNITION

Board Chair's Report: Chairman Amato commented on the meetings the Finance Committee have held with Superintendent Bennett and Nicole Grant to work on the budget. The first discussion on the budget will be next week. With a new dynamic added, Agriscience. This makes the budget challenging.

Superintendent's Report: Superintendent Bennett commented that the next Board Meeting, March 4, 2019, would be the 2019-2020 budget presentation at 6:30 pm. She shared that Washington Primary School received the 2017/2018 Distinctive School Award.

Superintendent Bennett reported that at the professional development held on February 19, the staff received Google Classroom training which could replace Schoology in the future. Google Classroom consists of tools that Schoology does not have and since we currently use Google Apps, there would not be a fee associated to Google Classroom. Superintendent Bennett commented that the afternoon of February 19, was dedicated to a Safety and Security conversation led by Principal Emily Judd at WPS, and Officer Innaimo. Superintendent Bennett shared that in August there will be training for new lockdown situations. Staff were told in a meeting that for safety and security purposes, sharing of information, such as practices, protocols, and procedures, need to remain internal.

Superintendent Bennett stated that Vic Vicenzi worked over the long weekend on PowerSchool and that the rollover into the next marking period went smoothly.

Superintendent Bennett thanked All-Star Transportation for the manner in which student and driver safety was considered during the high winds and downed branches that caused road closures. Superintendent Bennett stated that All -Star Transportation was on top of the situations and were in constant contact with her office.

Superintendent Bennett briefly spoke on the legislative initiatives that are being considered by Governor Lamont Such as the Teacher's Retirement and school regionalization conversations. Superintendent Bennett shared that there is a meeting Friday, March 1 at the Capital which the public can attend and speak. It was also noted that letters can be submitted to the Governor.

Superintendent Bennett commented on the budget preparations by Nicole Grant for Monday's presentation and thanked Nicole for all the time and use of the digital programs, utilizing everything that is available.

Superintendent Bennett reported on the ice hockey team, girls' and boys' basketball teams, and the swim team. Superintendent Bennett reported that the girls' basketball team will compete in the first round of the CIAC Tournament on Monday and in addition to that, the Girls Basketball Officials Group, has recognized the team for The Sportsmanship Award this season. Superintendent Bennett stated that the boys' basketball team will have semi-final tournament against Nonnewaug. The team was also recognized as co-winners of the Berkshire League Sportsmanship Award. This Saturday the swim team will compete in the Berkshire League Championship.

Superintendent Bennett mentioned the Grade 9 field trip to The Metropolitan Museum of Art in New York. Upcoming will be the 11th Grade trip to MOMA in New York City with a date yet to be set.

Superintendent Bennett reported on the Leave of Absence by Laura Horrigan, secretary at Booth Free School (January 28, 2019 through TBD) and on the resignation of Brittany Turney, library clerk at Burnham and Washington Primary Schools, effective March 20, 2019.

COMMITTEE REPORTS

Bylaws – Chairman Amato reported that the committee continues its work on the bylaws and is hopeful they can finish reviewing all bylaws by March 25.

EdAdvance – Michelle Gorra reported that EdAdvance has hired Hanover Research to help districts with any research they might be doing regarding data. EdAdvance is also expanding their Special Education services. It was also reported that all the RECSs in the state are reminding the Governor of the regional work that is already being done, due to the legislative talks.

Finance – Stephanie Kolnick reported that the committee has had four meetings since the last report. They have had budget discussions where the selectman, teachers and community members have attended. Each of the meetings lasted at least two hours. There will be another meeting at the end of the week. Stephanie Kolnick reported that the fourth meeting was to discuss the debt, bond structure. Stephanie Kolnick complimented the Superintendent on how impressed to see how much Superintendent Bennett was able to just dive right in to the process and along with Nicole Grant. Together they have been able to tackle so much.

Facilities – Greg Cava reported that the committee had met this evening. One item of discussion was about the current parking situation. It was noted that people are not aware of the available parking in the north end lot for evening events. It was suggested to have signs up directing people to that area. Greg Cava spoke on the progress of the new road going into the parking area and the area will be opened soon. Greg Cava reported on a letter the Building Committee received from the Fire Marshall regarding concerns of having an extra supply of firefighting water. It was reported that the Building Committee declined to act on the letter because it is not in the building project areas and would not qualify for State reimbursement. Greg Cava explained the concerns, adding that it would cost $50,000 - $70,000. Greg Cava added that the letter will be sent to the Board of Education and the decision would be made at that level. The Facilities Committee discussed it and felt that it would make the most sense to do any additional piping while the ground is currently open. More information would be gathered prior to sending the request to the Board. Greg Cava also reported on the Capital Budget savings that Don O'Leary was able to find, bringing the request at approximately $430,300. He also noted it will be increasing as work has been pushed to future years.

Negotiations – Greg Cava reported that mediations with the Clerical and Paraprofessional Union is scheduled for March 21.

Policies & Bylaws – Michelle Gorra reported that they met this evening and have policies on the agenda.

AGRISCIENCE UPDATE

Program Status – Superintendent Bennett reported on Agriscience commenting that out of 75 applications, 52 acceptance letters went out with the remaining applicants going on a waitlist. March 13 is the deadline for applicants to respond to the letter. There have been acceptances from each of the sending towns. Superintendent Bennett stated that the FF&E (Furniture, Fixtures and Equipment) has been reviewed by KBA and the staff. Superintendent Bennett reported on some of the changes to the list, such as: a virtual riding horse, additional microscopes and drones that can collect samples from the fields. Superintendent Bennett thanked Lori Ferreira for all the curriculum mapping she has done. She acknowledged Kim Gallo for her efforts looking into Grants. Superintendent Bennett reported that Nicole Grant has made the first submission to the State. Superintendent

Bennett commented on the opportunities O&G is offering to students in a program called O&G Builds. Jim McDonough, a teacher at Shepaug, was invited to speak on the program giving the opportunity to students to see some of the trades in the construction profession. It was reported that currently there are 15 students interested in a career in a trade. Tim Chan, O&G, is the on-site contact person. Students will be meeting twice a month and this program is available at no cost. Greg Cava explained that it was been decided not to move forward with the Sugar Shack since it is not required for the program. They can revisit in the future if desired. It was explained that the program could be done as a demonstration as opposed to constructing a building.

Building Status – Greg Cava reported that to date $5,680,000 has been spent. He showed slides of the progress on the construction in and outside the buildings. The project is on schedule with the possibility of picking up time. Greg Cava complimented the construction workers on their activity and mannerism onsite. Superintendent Bennett shared that people will be given the opportunity to sign the first iron beam when O&G is ready to put it up.

Financial Status –Nicole Grant stated that $5.7 million has been spent on the project. She also reported on the reimbursement progress and stated that the science labs portal has not been opened yet. The first reimbursement was requested for $3.2 million, and if approved, is expected mid March. Nicole also reported on the BAN due April 10th.

ACTION ITEMS

To consider, and if appropriate, a motion to approve the Senior Class Trip to New York City on April 26-28, 2019.

MOTION: made by Michelle Gorra, seconded by Greg Cava, to approve the Senior Class Trip to New York City on April 26-28, 2019.

VOTE: unanimous (motion passed)

*To consider, and if appropriate, a motion to authorize the Secretary of the Board to sign the Signatures Change Form to authori*ze *Nicole Grant, Director of Finance, to sign claims for reimbursement pursuant to the Agreements for Child Nutrition Programs (ED-099).*

MOTION: made by Greg Cava, seconded by Michelle Gorra, to authorize the Secretary of the Board to sign the Signatures Change Form to authorize Nicole Grant, Director of Finance, to sign claims for reimbursement pursuant to the Agreements for Child Nutrition Programs (ED-099).

VOTE: unanimous (motion passed)

To consider, and if appropriate, a motion to approve BOND and BAN financing structure as recommended by the Finance Committee, at the February 20, 2019 meeting. Nicole Grant explained the BOND and BAN stating that the BAN is due April 10. It was stated that at the meetings with the Finance Committee, the auditor and BOND Counsel, they reviewed different scenarios and options. She referenced the Existing and Proposed Debt Analysis document enclosed in the packet.

MOTION: made by Greg Cava, seconded by Michelle Gorra, to approve BOND and BAN financing structure as recommended by the Finance Committee, at the February 20, 2019 meeting, as attached in the Board packet.

VOTE: unanimous (motion passed)

To consider, and if appropriate, a motion to approve transportation contract with All-Star Transportation (July 1, 2019 – June 30, 2024).

MOTION: made by Jennifer Pote, seconded by Michelle Gorra, to approve transportation contract with All-Star Transportation (July 1, 2019 – June 30, 2024).

Discussion included questions on why the contract is for five years. Nicole Grant shared that how she researched and found that we are in the right place compared to other Regions.

AMEND MOTION: to add approving the terms of which, and to give the Chairman of the Board the authority to approve the contract upon his review. If there are to be material changes from the previous contract, the contract would come back to the Board.

Amendment accepted by Jennifer Pote and Michelle Gorra.

VOTE: unanimous (motion passed).

To consider, and if appropriate, a motion to increase the prior authorization to the Building Committee to expend an additional $6,750.00 for the outdoor riding ring.

Greg Cava explained that $280,000 was previously approved by the Board. The original amount was the actual bid price and the additional monies being requested are fees for the Construction Manager, General Liability fee, and the Performance Bond.

MOTION: made by Greg Cava, seconded by Michelle Gorra, to increase the prior authorization to the Building Committee to expend an additional $6,750 for the outdoor riding ring.

VOTE: unanimous (motion passed).

Second Reading Policy 5141.21 – Administering Medication. Michelle Gorra spoke on the policy which included State required language. Concerns regarding "carrier" had previously been stated. It was noted that the blue language in the policy was taken directly from the State Statute. Discussion followed on the interpretation of "carrier".

MOTION: made by Alan Brown, seconded by Lisa Roush, to approve Second Reading Policy 5141.21 – Administering Medication.

VOTE: In favor: Anthony Amato, Alan Brown, Michelle Gorra, Stephanie Kolnick, Jennifer Pote, Lisa Roush, Michael Sinatra, and Peter Tagley.

Opposed: John Buonaiuto and Gregory Cava.

Motion passes (8 - 2 - 0)

First Reading Policy 6142.101 – Student Nutrition and Physical Activity (School Wellness Policy). Michelle Gorra spoke on the policy stating that the policy was reviewed by the Wellness Committee which included the head nurse at the time.

MOTION: made by Lisa Roush, seconded by Alan Brown, to approve First Reading Policy 6142.101 – Student Nutrition and Physical Activity (School Wellness Policy) with revisions including to add number 3 from the current policy.

Discussion followed regarding including food in a celebration.

VOTE: In favor: Anthony Amato, Alan Brown, Gregory Cava, Michelle Gorra, Stephanie Kolnick, Jennifer Pote, Lisa Roush, Michael Sinatra, and Peter Tagley.

Opposed: John Buonaiuto.

Motion passed (9 - 1 - 0)

At 9:51 pm, Stephanie Kolnick left the meeting

First Reading Bylaw 9121 – Board of Education Officers. Chairman Amato spoke on the policy stating that this is a recommendation to combine Bylaws 9120 (Election of Officers), 9122 (Vice-Chair) and 9126 (Treasurer) with 9121 (Chair) and renaming the policy to Board of Education Officers. Language additions to the policy were explained stating that most changes were from CABE recommendations.

MOTION: made by Greg Cava, seconded by Michael Sinatra, to approve First Reading of Bylaw 9121 Election of Officers as presented.

VOTE: unanimous (9 - 0, motion passed).

At 9:56 pm, Stephanie Kolnick returned.

First Reading Bylaw 9313 – Formulation of Administrative Regulations. Chairman Amato spoke on the policy stating this is a new policy that the Superintendent feels is an important policy. Discussion followed on the description as what a “Regulation” entails.

MOTION: made by Alan Brown, seconded by Stephanie Kolnick, to approve Bylaw 9313, Formulation of Administrative Regulations as a First Reading.

VOTE: In favor: Anthony Amato, John Buonaiuto, Alan Brown, Michelle Gorra, Stephanie Kolnick, Jennifer Pote, Lisa Roush, Michael Sinatra, and Peter Tagley.

Opposed: Gregory Cava.

Motion passed (9 - 1 - 0)

First Reading Bylaw 9322 – Public and Executive Sessions. Chairman Amato reviewed the policy. Comments pertaining to Executive Session included the possibility of holding Executive Session at the beginning of the agenda rather than at the end. Chairman Amato noted that although the Board does do First Readings by the bylaws, it is not required.

MOTION: made by Michelle Gorra, seconded by Jennifer Pote, to approve Bylaw *9322* – Public and Executive Sessions as a First Reading.

VOTE: unanimous (motion passed).

First Reading Bylaw 9323 – Agenda Construction and Materials. Chairman Amato reviewed the policy, stating that this policy is in reference to construction of the contents of the agenda. Discussion followed regarding where and when to post the agenda.

At 10:14 pm, Lisa Roush left the meeting.

MOTION: made by Greg Cava, seconded by Michelle Gorra, to approve Bylaw 9323 – Agenda Construction and Materials as a First Reading.

VOTE: unanimous (motion passed, 9 - 0).

At 10:16 pm, Lisa Roush returned.

First Reading Bylaw 9325.1 – Quorum. Michele Gorra read the policy as presented. Discussion on the number of people required to make a quorum.

MOTION: made by Alan Brown, seconded by Michelle Gorra, to approve Bylaw 9325.1 – Quorum as a First Reading, with removal of reference to policy 9314.

VOTE: unanimous (motion passed).

First Reading Bylaw 9325.3 – Parliamentary Procedures. Chairman Amato spoke on the policy stating that this now includes reference to Robert's Rules, Newly Revised.

MOTION: made by Alan Brown, seconded by Lisa Roush, approve Bylaw 9325.3 – Parliamentary Procedures as a First Reading.

VOTE: unanimous (motion passed).

<u>EXECUTIVE SESSION</u>

MOTION: made by Lisa Roush, seconded by Michelle Gorra, to go into Executive Session at 10:26 pm, for the purpose of discussing a personnel matter as well as, if appropriate, a motion to authorize Region 12 to establish a temporary sick bank for a certain teaching position, allowing certified staff to contribute up to one (1) day of accumulated sick time to the bank for that particular teacher for whom it was requested.

VOTE: unanimous (motion passed).

A brief recess was given before entering the Board entered Executive Session at 10:28 pm.

ACTION ON EXECUTIVE SESSION ITEMS

The Board returned to Public Session at 10:30 pm.

MOTION: made by Michael Sinatra, seconded by Stephanie Kolnick, to authorize Region 12 to establish a temporary sick bank for a certain teaching position, allowing certified staff to contribute up to one (1) day of accumulated sick time to the bank for that particular teacher for whom it was requested.

VOTE: unanimous.

ADJOURNMENT

MOTION: made by Michael Sinatra, seconded by Michelle Gorra, to adjourn the meeting.

VOTE: unanimous.

The meeting adjourned at 10:30 pm.

SH/February 2019