

**CHESTER ELEMENTARY SCHOOL  
BOARD OF EDUCATION REGULAR MEETING  
MEDIA CENTER**

**NOVEMBER 20, 2023 7:00pm**

**F.O.I. Compliance** – Subject to BOE approval at a future meeting

**Chester BOE**

David Fitzgibbons  
Jan Taigen  
Dale Bernardoni  
Stuart Johnson  
Maria Scherber  
Rebecca Greenberg-Ellis  
Ken Rice  
Lorraine Connelly  
Other Attendees: Kelley Frazier, Clerk

**Administration**

Brian White (7:12pm Departure)  
Bob Grissom  
Sarah Brzozowy  
Tyson Stoddard

**CALL TO ORDER**

The meeting was called to order by Mr. White at 7:00p.m.

**VERBAL ROLL CALL FOR BOE MEMBERS**

Mr. White did a verbal roll call of members.

**DISCUSSION AND POSSIBLE VOTE TO APPOINT KEN RICE TO FILL A TWO YEAR VACANCY FOR A TERM ENDING NOVEMBER 2025**

Upon a motion duly made and seconded the Chester Board of Education unanimously **VOTED** to appoint Ken Rice to fill a two year vacancy for a term ending November 2025.

**DISCUSSION AND POSSIBLE VOTE TO APPOINT STUART JOHNSON TO FILL A TWO YEAR VACANCY FOR A TERM ENDING NOVEMBER 2025**

Upon a motion duly made and seconded the Chester Board of Education unanimously **VOTED** to appoint Stuart Johnson to fill a two year vacancy for a term ending November 2025.

**ELECTION OF OFFICERS**

Mr. White opened the floor for the nominations for the office of chairman.

A motion was made by Dale Bernardoni to nominate David Fitzgibbons as the Chairman of the Chester Elementary Board of Education. The motion passed unanimously.

Chairman Fitzgibbons opened the floor for the following nominations:

A motion made by David Fitzgibbons to nominate Dale Bernardoni as the Vice Chair of the Chester Elementary Board of Education. Jan Taigen seconded the motion. The motion passed unanimously. Abstentions: Maria Scherber

A motion made by David Fitzgibbons to nominate Lorraine Connelly as the Secretary of the Chester Elementary Board of Education. Jan Taigen seconded the motion. The motion passed unanimously.

The Supervision District representative will be Rebecca Greenberg-Ellis and Dale Bernardoni along with Mr. Fitzgibbons.

Committee assignments were discussed and members will remain on the committees they are currently serving. Lorraine Connelly will serve on the Finance Committee.

### **CONSENT AGENDA**

Upon a motion duly made and seconded the Chester Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of September 28, 2023 and minutes from the Special Meeting of October 12, 2023, the minutes from the Special Meeting of October 19, 2023 and the Accounts Payable report as written.

### **PUBLIC COMMENT**

No Comment

### **REPORTS AND OTHER ITEMS**

#### **Superintendent's Report**

#### **District Update – Information and Communication**

Superintendent White was not present for a report.

#### **Assistant Superintendent's Report**

#### **General Update**

Dr. Brzozowy held her report until her presentation.

#### **Financial Status Updates**

#### **Current Year to Date Financial Status Update**

This report is through October. All financial obligations are expected to be met. The committed budget is 96%. There are vacancies that need to be filled.

#### **Cafeteria Fund Update**

Mr. Grissom gave the cafeteria reporting. There is good participation rates. Breakfast continues to be free. Discussion held how to use this balance. It needs to be used towards the cafeteria operations.

#### **Medical Reserve Tracking**

The fund is tracking as expected and is expected to trend as budgeted. The Fund Balance was discussed with the Insurance Consultant. The Finance Committee will continue to meet with the insurance consultant to discuss strategies on how to slow the rate of contributions.

### **ADM Calculation Methodology**

Mr. Grissom discussed the ADM calculation in detail for CES and how the percentages are calculated for this year. Enrollment for the new Kindergarten start dates will be discussed in December. The waiver options will also be discussed.

### **Grants Update**

Mr. Grissom discussed the standard and recurring grants in detail. The district could benefit if the district had a grant writer.

### **PRINCIPAL'S REPORT**

Mr. Stoddard gave a brief update.

### **Other Items**

#### **Enrollment Projections and Section Analysis.**

Enrollment projections were discussed.

#### **Presentation of 2021-22 Performance Profile Reports for CES**

Mr. Stoddard discussed the profile reports. This is 2 year old data. Measures of success were discussed.

#### **Presentation of 2022-23 School Performance CES**

Mr. Stoddard discussed School Performance at CES. Spelling is a focus in Grades 4-6. Professional development is very important to support teachers in using a new resource. Core assessments is important across the district. Data teams meet to review student needs. The Universal Screener will be included in next year's budget numbers. All students will take this assessment and allow staff to see if students need intervention or enrichment. iReady was discussed. On going discussion is being held as to what assessments are necessary. Budgetary items were briefly discussed.

### **Committee Reports**

#### **Curriculum**

No Update.

#### **Finance**

No Update.

#### **Policy**

No Update.

#### **Supervision District Committee Updates**

No Update.

### **Other Committee Reports**

#### **LEARN Committee Update**

Ms. Bernardoni discussed the Westbrook Superintendent presentation of tracking high school kids when they begin their freshman and trying to find out what their strengths and aspirations might be. They are recommended courses that build on their strengths.

**Discussion Regarding any Pending Policy for all BOE's**

No policies to approve.

**PUBLIC COMMENT**

No Comments.

**FUTURE AGENDA ITEMS**

- Joint BOE Meeting Thursday, December 7, 2023 @ 7:00pm at Valley Regional High School
- Regular CES BOE Meeting Thursday, January 25, 2023 at 6:00pm @ CES Media Center
- Chester BOE Budget Workshop February 1, February 15, March 25, 2024 @6:00pm @ CES Media Center

**ADJOURNMENT**

On motion duly made and seconded the Region 4 Board of Education unanimously **VOTED** to adjourn at 8:57p.m.

Respectfully Submitted,

Kelley S. Frazier  
Clerk