

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
BOARD OF EDUCATION MEETING
ESSEX ELEMENTARY SCHOOL BOARD OF EDUCATION
NOVEMBER 9, 2017**

The regular meeting of the Essex Board of Education was held on Thursday, November 9, 2017. Lon Seidman, DG Fitton, Loretta McCluskey, Carolyn Rotella, Mark Watson and Adam Conrad. Also in attendance were Dr. Ruth Levy, Superintendent of Schools, Kristina Martineau, Assistant Superintendent, Kim Allen, Business Manager, Jennifer Tousignant, Principal and Kelley Frazier, Clerk.

CALL TO ORDER

The meeting was called to order by Dr. Levy at 7:00p.m.

Mr. Seidman presented Mr. Watson with a book donated to the library in his honor for his service on the Board of Education. He also welcomed Judie McCann back to the Board of Education.

ELECTION OF OFFICERS

Dr. Levy opened the floor for the nominations for the office of chairman.

A motion was made by DG Fitton made a motion to nominate Lon Seidman as the Chairman of the Essex Elementary Board of Education. Loretta McCluskey seconded the motion. The motion passed unanimously.

Chairman Seidman opened the floor for the following nominations:

A motion made by Lon Seidman to nominate DG Fitton as the Vice Chair of the Essex Elementary Board of Education. Carolyn Rotella seconded the motion. The motion passed unanimously.

A motion made by Lon Seidman to nominate Loretta McCluskey as the Secretary of the Essex Elementary Board of Education. DG Fitton seconded the motion. The motion passed unanimously.

STUDENT REPORT

Ms. Tousignant introduced Ella Brenaman, Chloe Porcaro and Cassidy Layton discussed the things they do in the school for social development. The Student Leaders recently attended the Bully Free Rally and Essex Elementary School was presented with the Community Spotlight Award.

CONSENT AGENDA

Upon a motion duly made by Loretta McCluskey and seconded by Carolyn Rotella the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting of September 14, 2017 and the Accounts Payable report.

PUBLIC COMMENT

No Comment.

OTHER ITEMS:

Community and Board Input on 2018-19 Budget

The Supervision District budget starts in December and workshops will begin in February for the EES budget.

Principal's Update – General Update

Ms. Tousignant discussed the CMT Science and Smarter Balance Assessment results. The English Language Arts scores were presented over three years. The scores have remained steady. It is expected that we will raise the scores. The new math curriculum as well as the new math coach will help with the forward focus of the math program. Ms. Tousignant discussed the improvement plan for 2017-2018. Goals are aligned with the administrative goals to all educators. Ms. Tousignant thanked the Board for their support of the school.

Ms. Tousignant updated the board about events at the school. Curriculum night was well attended. The Harvest Festival was also well attended. In October the students attended a fire prevention program. Parent Teacher Conferences occurred in October. The Veteran's Honor Walk is tomorrow at 9:00am. The Trimester ends on November 30th and report cards go out on December 1st. The winter concert will be December 4th.

Mr. Seidman discussed the reception. It was well attended.

REPORTS:

Financial Status Report – Ms. Allen

Year to Date Budget Status Report

Ms. Allen gave a brief update on the financial status for Essex Elementary School. Currently we are projecting a \$41,000 surplus. This will be in special education, supplies and repairs. The biggest deficit will be in salaries for unanticipated leaves. Lower enrollment in benefits will also have a surplus. Outside services will also show a surplus. The internet costs were discussed. It was suggested considering a review of having this contract go out for bid. This will be discussed with Ms. Murphy.

Cafeteria Report – Ms. Allen

No additional information.

Committee Reports

Finance

The next meeting is November 27, 2017.

Curriculum

The next meeting is November 27, 2017.

Policy

The next meeting is November 27, 2017.

OTHER COMMITTEE REPORTS

Supervision District Committee Update

No Update.

LEARN

No Update.

Ad Hoc Cafeteria Committee

The Committee toured the Valley Regional High School, John Winthrop Middle School and Deep River Elementary school. Accommodations have been made and the food is wonderful. Reporting is done for each school. This is labor intensive and costly. The high school like the many things offered and the flexibility. Sharing staff and becoming more efficient between schools is important.

Assistant Superintendent's Report

Ms. Martineau gave a brief update. She discussed the rubrics. The Professional Development Committee has worked with the K-12 rubrics. Alignment has been developed K-12. Feedback is being collected. Lesson plans and design templates is the next step. The Math Curriculum and math coach is providing wonderful support. CMT Science is not going to occur this year. Next generation science will become a focus in the near future.

SUPERINTENDENT'S REPORT

District Update

Critical Thinking and Creative Problem Solving

The goals and goal setting is the focus. Essex and Deep River BOE will have a workshop on November 30th. Jonathon Costa will present and will align all Boards to push our initiatives forward. The Regional Calendar Committee will be meeting. The Social and Emotional Wellness Committee is a collaborative effort with Tri-town. The Courage to Speak Foundation will present on November 28th at 6:00pm at John Winthrop. This will help parents understand mental health issues. Anxiety and resiliency will be discussed in two additional programs. Administrators are working with a consultant to review a coaching model for working with teachers on what excellent instruction looks like.

Information and Communication

The positive movement in the district and the alignment has been positive. The state now has a budget. A mentorship program for new educators is now available. Professional Development mentorship for new teachers will no longer be paid by the state so districts are required to pay for this. In January 1% of educators salaries and will be placed into their retirement fund. Dr. Levy will be the representative for CAPS.

It was suggested renaming the library after Paul Martin because of his work with the Reader's Aloud program.

Upon a motion duly made and seconded the Essex Elementary School Board of Education unanimously **VOTED** to add an agenda item to vote on the renaming of the school library.

Upon a motion made by DG Fitton and seconded by Carolyn Rotella the Essex Elementary Board of Education unanimously **VOTED** to rename the Essex Elementary library the Paul Martin Library in honor of his service in the Reader's Aloud program.

A ceremony to present this will be done. An invitation to Mr. Martin's family will be sent out.

Discussion Regarding Any Pending Policies – Standing Item

#5131.21 Physical Restraint and Seclusion of Students

No additional information.

Jonathan Costa Workshop Reminder

The workshop will be held on November 30th from 5-8pm at Central Office.

PUBLIC COMMENT

No Comment.

FUTURE AGENDA ITEMS

- Next Joint BOE meeting December 7, 2017
- Next Essex BOE Meeting is January 11, 2017 @ 7:00pm
- BOE and Community Input for 2018-19 Budget(on-going)
- Presentation of Major Budget Drivers for 2018-19(TBD)
- BOE Self-evaluation (TBD)

ADJOURNMENT

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:38p.m.

Respectfully Submitted,

Kelley Frazier, Secretary