

**THESE MINUTES ARE SUBJECT TO COMMITTEE APPROVAL AT THE  
April 07, 2016 MEETING  
REGIONAL SUPERVISION DISTRICT COMMITTEE**

**February 25, 2016**

A regular meeting of the Regional Supervision District Committee was held on Thursday, February 25, 2016 in the John Winthrop Middle School Library, with the following Committee members present:

CHESTER BOARD OF EDUCATION:	Arthur Henick
DEEP RIVER BOARD OF EDUCATION:	Michelle Grow, Nelle Andrews, Miriam Morrissey
ESSEX BOARD OF EDUCATION:	Lon Seidman, Loretta McCluskey
REGION 4 BOARD OF EDUCATION:	Chris Riley

Also in attendance: Dr. Ruth Levy, Superintendent; Kristina Martineau, Assistant Superintendent; Garth Sawyer, Business Manager, and Jennifer Bryan, Committee Clerk.

Audience of Citizens: 3

**CALL TO ORDER**

Committee Chair Chris Riley called the meeting to order at 6:35 p.m.

**CONSENT AGENDA**

On motion duly made and seconded the Committee unanimously VOTED to approve the consent agenda consisting of the Accounts Payable Report, minutes from the December 03, 2015 regular meeting, and minutes from the Public Budget Meeting of February 01, 2016.

**OTHER ITEMS** None needed

**PUBLIC COMMENT** - No comments

**REPORTS AND COMMUNICATION**

Financial Status – Business Manager Garth Sawyer reviewed the highlights of the Supervision District financial status updates for the current year, including some unanticipated savings and deficits. With those amounts accounted for he is currently projecting a \$2700 surplus in the Supervision District budget for the end of the year.

Mr. Sawyer presented the 2014-15 Audit Report for the Supervision District. He summarized the key points for the Committee. The auditors' opinion showed a clean, fairly presented report. One repeat finding was the need for more segregation of duties, which comes up every year due to a lack of resources because of the small size of the Supervision District. The newly developed business procedures manual will address that issue.

Mr. Sawyer presented the Superintendent's recommendation for the return of surplus Supervision funds (\$63,711) from FY 2014-15 to the member towns based on 2014-15 contributions.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Superintendent's recommendation for the return of surplus Supervision funds from FY 2014-15 to the member towns based on 2014-15 contributions as follows:

Chester	\$15,036
Deep River	\$20,683
Essex	<u>\$27,992</u>
Total =	\$63,711

Mr. Sawyer presented the recommended Supervision District budget transfers for 2015-16.

On motion duly made and seconded, the Committee unanimously VOTED to approve the following Supervision District budget transfers for 2015-16:

Object 100:	Salaries	Budget Increase of	\$21,951
Object 200:	Fringe Benefits	Budget Decrease of	(\$ 300)
Object 300:	Purchased Services	Budget Decrease of	( \$4,694)
Object 400:	Rentals & Repairs	Budget Decrease of	( \$300)
Object 500:	Other Purchased Serv.	Budget Decrease of	(\$15,855)
Object 600:	Supplies	Budget Decrease of	( \$503)
Object 700:	Other Objects	Budget Decrease of	( <u>\$299</u> )

Net Amount of Increases vs. (Decreases) \$0

Superintendent Levy's presentation of the proposed 2016-17 Supervision District budget was moved up to this portion of the agenda. Dr. Levy discussed a newly proposed revision to the previously developed workshop budget based on the overall budget requirements for Chester, Deep River, Essex & Region 4. She noted that initially three items were added into the 2016-17 Supervision District budget beyond standard operational costs. They were as follows: a 1.0 Math Coach at a cost of \$38,941 to be matched by grant funding; \$10,000 for strategic planning; and \$3,000 for a Nurse Coordinator stipend. Based on the need for balancing academic and budgetary needs, she recommends that the districts maintain their current math teaching model for another year, thereby eliminating the request for the 1.0 Math Coach from the 2016-17 Supervision District budget and reducing the proposed total appropriation by \$38,941.

On motion duly made and seconded, the Committee unanimously VOTED to approve the revised 2016-17 Supervision District budget for a total appropriation of Six Million, eight hundred ninety two thousand, eight hundred forty dollars (\$6,892,840)

### Individual BOE reports

Chester – Board Vice-Chair Arthur Henick reported that the Chester Board recently welcomed new member Becky Iselin, who filled one of their two existing vacancies. The Board hopes to approve a final appointment to fill the last vacancy later this evening. The Board also recently approved their 2016-17 budget to present to the Chester Board of Finance.

Deep River – Board Chair Michelle Grow reported that the DRES science fair and invention convention is coming up soon. She noted that Deep River has a trying budget this year, and she thanked everyone on the other boards for their support in revisiting and reducing the proposed Supervision District budget.

Essex – Board Chair Lon Seidman reported that school was canceled today due to a power outage caused by last evening's thunderstorm.

Region 4 – Board Chair Chris Riley reported that the Board will be investigating the potential of having students from China visit for a few weeks over the summer to participate in a cultural sharing program with Valley students.

### **ASSISTANT SUPERINTENDENT’S REPORT**

Assistant Superintendent Martineau’s report was held until the Joint BOE meeting.

### **SUPERINTENDENT’S REPORT**

#### **Information and Communication**

Superintendent Levy’s main district report was held until the Joint Board meeting.

### **PUBLIC COMMENT –**

None made

The Committee moved into Executive Session at 6:53 p.m. for a personnel matter to hear the Superintendent’s recommendation on non-renewals.

The Committee moved out of Executive Session at 6:55 p.m.

On motion duly made and seconded, the Committee unanimously VOTED to approve the Superintendent’s recommendations for non-renewals as presented.

### **FUTURE AGENDA ITEMS**

- Next regular Supervision District Committee meeting – April 07, 2016

### **ADJOURNMENT:**

On motion duly made and seconded, the Committee unanimously VOTED to adjourn at 6:56 p.m.

Respectfully Submitted,

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DG Fitton, Secretary,  
Jennifer Bryan, Clerk