

The Bolton Board of Education held its regularly scheduled Business Meeting on May 26, 2016. Members present were Chair Liz Krueger, Vice Chair Andrew Broneill, Chris Davey, Kate Gallé, Scott Rich and Alison Romkey. Superintendent Kristin Heckt was also present. Board member Stacy Reed was absent.

- A. Call to Order – Chair Liz Krueger called the meeting to order at 6:30 PM.
- B. Comments from the Audience – none
- C. Additions to Agenda – Superintendent Heckt requested that item F.2. – New School Van be moved up to follow item D.3.b. – BCS Projects Update and that item F.3. – First Read Policy 5141.21 – Administering Medications be added. The Board agreed.
- D. Routine Business Items
 - 1. Communications to Board Members – none
 - 2. Approval of Minutes
 - a. May 12, 2016 – A **motion** to accept the minutes was presented by Alison Romkey, 2nd by Kate Gallé. Chris Davey had requested that the minutes be amended as follows: item E.1. be revised to read “for the State **Tournament**”; item E.4.a. be revised to read “Town **property**”; item G.1.a. be revised to read “**the class** would be comprised.....”; and G.1.b. be revised to read “Fifth Grade Social Studies **curriculum**....”. The **motion** was withdrawn and represented by Alison Romkey to accept the minutes as amended; 2nd by Kate Gallé; MUP.
 - 3. Superintendent of Schools Report
 - a. 2016-2017 Budget Update – Superintendent Heckt reported that since the budget referendum did not pass, there is no update to present. She noted that the next referendum vote will be on June 7, 2016.
 - b. BCS Projects Update – Superintendent Heckt reported that the Carpet/Tile walk-through for contractors was held today at 4:00 PM and that all of the six (6) contractors had expressed concern in the timeline presented in the RFP and felt all would be better served if it was broken into two separate bids. Director of Operations, Ray Boyd, also offered that the biggest challenge was moving all of the furniture and lockers out of the classrooms and hallways on the second floor and that the contractors felt that a separate Base Bid for the second floor and a Base Bid for the first floor would be the best way to approach the project. That could potentially allow for two separate contractors to perform the work simultaneously. The project cannot begin prior to July 1 because of fiscal policy and must be completed by July 31 to allow time to for the district to finish the floor, clean the rooms, move furniture back and still provide time for teachers to have access to their classrooms within a reasonable timeframe before the start of school. Superintendent Heckt noted that we will not make any decisions on whether all or part of this project will be completed this summer until the

bids come in and we have a better feel for what the contractors realistically project for timeframes and costs. Ray Boyd reported that the contract for the BCS Sidewalk Project has been signed and is scheduled to begin on June 13 in front of the Senior Center and working around the front of the schools. He and Director, Beth Goldsnider, will work around accommodations needed for the ESY program.

E. Unfinished Business

1. Second Read – Policies – Kate Gallé asked for approval of the following policies.
 - a. 5125 – Student Records, Confidentiality –Alison Romkey presented a **motion** to approve the policy as presented, 2nd by Scott Rich; MUP.
 - b. 6114 – Kate Galle presented a **motion** to approve the policy as presented, 2nd by Alison Romkey; MUP.

F. New Business

1. 2016-2017 BOE Meeting Schedule – Superintendent Heckt asked if the Board would first approve canceling the July 14, 2016 BOE Business Meeting as it has historically been difficult to field a quorum in that month. Chris Davey presented a **motion** to cancel the July 14, 2016 meeting, 2nd by Kate Gallé; MUP. Superintendent Heckt reviewed the proposed 2016-2017 BOE Meeting Schedule with note that the August 25 date as being the Thursday before school begins and that allows for the most up-to-date information to be available; the November 9 meeting is a Wednesday to accommodate the long weekend holiday. After discussion on the BOE Budget Meeting Dates, it was agreed they would be revised as follows: January 25 (Wednesday) – Superintendent’s Budget Presentation, February 2, February 9 and February 23 would be Budget Workshops. A **motion** to approve the 2016-2017 BOE Meeting Schedule as amended was presented by Alison Romkey, 2nd by Kate Gallé; MUP.
2. New School Van – Superintendent Heckt noted that the old handicap van would be traded in for \$6K and that Director of Operations, Ray Boyd, had secured a quote of \$37,537 for a new one with the floor plan and safety features needed. She is still waiting for confirmation from the Town on the remaining CAPA funds for BOE vehicle purchase, but believes they are approximately \$2200. She requested the Board to approve waiving the bid process as allowed by BOE Policy 3323. Alison Romkey presented a **motion** to waive the bid process as allowed by BOE Policy 3323, 2nd by Andrew Broneill; MUP. Ray Boyd provided information that the State provided a bid of \$44,000, but that the floor plan and safety features were not to the specs the district wanted. Because the specs of the quoted van were different, it would typically require the purchase to go out to bid. He provided background on the only two companies in the area that provide specialty equipment for handicap vans and that the State used one for their bid and the vendor providing the other quote used the other company and provided the preferred specs at a much better, direct from manufacturer cost. It was additionally noted that the older handicap van will be up for inspection in August and invariably will require some repairs in order to pass. Those costs and the costs associated with putting a project out to bid (labor, time and newspaper ads) would be saved. Superintendent Heckt also noted that consideration was given to keeping both vans, but insurance costs had not been budgeted for that. It may be a future discussion, however, to consider purchasing a

second van with an eye towards saving bus costs for the increasing occasions that require transportation of smaller numbers of students yet too many for one van.

G. Future Business – none

H. Anticipated Executive Session – Discussion / Possible Action on:

1. Rescind Non-Renewal of Non-Tenure Staff
2. Personnel – Negotiations
3. Superintendent's Evaluation and Contract
4. School Security

A **motion** to adjourn to Executive Session was presented by Alison Romkey at 7:09 PM, 2nd by Chris Davey; MUP. The Board came out of Executive Session by consensus at 8:40 PM. A **motion** to adopt the evaluation document of the Superintendent was presented by Alison Romkey, 2nd by Chris Davey; MUP. A **motion** to authorize the Chair of the Board to negotiate and execute the Superintendent's contract, 2nd by Kate Gallé; the vote passed 5-1, with Andrew Broneill voting against. A **motion** to approve the Administrative Assistants' contract as recommended by Personnel, pending ratification by the union members, 2nd by Kate Gallé; MUP.

I. Adjournment – A **motion** to adjourn was presented by Alison Romkey 2nd by Scott Rich; MUP. The meeting adjourned at 8:40 PM.

Respectfully submitted,

Lori Boyd
Board Chair