

Bolton Board of Education
Business Meeting Minutes
May 24, 2018
Unapproved

The Bolton Board of Education held its regularly scheduled Business Meeting on May 24, 2018. Members present were Chair Liz Krueger, Andrew Broneill, Chris Davey, Scott Rich, Kate Gallé, and Alison Romkey. Superintendent Kristin Heckt was also present. BOE member Stacy Reed was absent.

- A. Call to Order – Chair Krueger called the meeting to order at 6:34 PM.
- B. Comments from the Audience – None
- C. Additions to Agenda – Superintendent Heckt requested that item 3c 2017 – 2018 Budget be added to the agenda.
- D. Routine Business Items
 - 1. Communications to Board Members – Kate Gallé shared she heard from a parent who wanted the social worker position reinstated and she urged the parent to contact Superintendent Heckt.
 - 2. Approval of Minutes
 - a. May 10, 2018 – BOE Business Meeting – A **motion** to approve the minutes was presented by Alison Romkey, 2nd by Scott Rich; motion passed 5 – 0; Kate Gallé abstained.
 - 3. Superintendent of Schools Report
 - a. 2018 – 2019 Budget Update – Superintendent Heckt shared that the required reduction to the Board of Education 2018 – 2019 Budget as passed by the referendum on Tuesday, May 22, 2018 is \$83,000. Superintendent Heckt recommended the Board cut \$24,507 from salaries. This reduction is due to the fact that our current 0.8 FTE occupational therapist has resigned for next year, but was willing to stay on in a 0.2 FTE capacity and work with a COTA (certified occupational therapy assistant). This change resulted in the savings in salaries for next year's budget. Further, it was recommended the Board cut \$44,879 from benefits. This reduction is a result of savings from open enrollment in April. Lastly, the superintendent received word this afternoon from Town Administrative Officer, Joyce Stille, that CIRMA had reduced the Workers' Compensation rate. As a result, Workers' Compensation can be reduced by \$13,614. A **motion** to approve Superintendent Heckt's 2018-2019 recommended budget reductions of \$83,000 was presented by Alison Romkey, 2nd by Chris Davey; MUP.
 - b. BCS Project Update – Superintendent Heckt shared that we are moving forward with the phone/WIFI upgrade this summer. Granite installed the office system at BCS and a full system at town hall but, more critically, they designed the interconnection between BHS, BCS, and Town Hall. This interconnection also involved the BHS school network and necessitated reconfiguring the original BHS system. Granite has been and continues to be our vendor for any needed repairs or expansions. The Granite programmers are the only ones familiar with the intricacies of how this system was configured. It is critical that they perform the expansion work at BCS. Using

any other vendor not familiar with our system and how it was configured has the potential for creating an unsafe condition with unreliable phones. Further, Scott Rich shared that because Granite fully understands the current system, it will be more cost effective and time efficient for them to perform this work. The cost of the work is budgeted for in CAPA. A **motion** to waive the bidding process for the BCS phone system upgrade was presented by Scott Rich, 2nd by Andrew Broneill; MUP.

- c. 2017 – 2018 Budget Update – Superintendent Heckt requested a transfer of \$12,260 from benefits to regular instruction to purchase new and replacement specialized instruments for the music programs at both schools. Although students rent or purchase instruments, the music program does own and maintain the more specialized instruments. A **motion** to approve the transfer of \$12,260 from benefits to regular instruction for the purchase of new and replacement instruments for the music program was presented by Chris Davey, 2nd by Kate Gallé; Alison Romkey reminded the Board that there is also a need for new lighting at BCS for events on the stage. Superintendent Heckt shared that she is aware of the need and hopes to be able to update the lighting next year; MUP.

E. Unfinished Business

- 1. Close-out of BHS Project – No update.
- 2. Non-Fiduciary Account – No update.

F. New Business

- 1. June 28, 2018 BOE Meeting – A **motion** to cancel the June 28, 2018 meeting was presented by Alison Romkey, 2nd by Scott Rich; MUP.
- 2. July 12, 2018 BOE Meeting - A **motion** to cancel the July 12, 2018 meeting was presented by Alison Romkey, 2nd by Chris Davey; MUP.
- 3. 2018 – 2019 BOE Meeting Schedule – Superintendent Heckt presented the 2018 – 2019 BOE Meeting Schedule. A **motion** to amend the 2018-2019 BOE Meeting Schedule as presented and change the February meeting date from February 14, 2019 to February 13, 2019 and change the meeting times for the February Budget Meeting Dates from 6:00 pm to 6:30 pm was presented by Kate Gallé, 2nd by Scott Rich; MUP.
- 4. Resignation - Superintendent Heckt informed the Board of the following staff resignations/retirements:
Jimmy Henderson – Maintainer will retire effective June 29, 2018.

G. Future Business - None

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

- 1. Rescind Non-Renewal Letters
- 2. Custodian Negotiations
- 3. Superintendent's Evaluation

A **motion** to adjourn to Executive Session was presented by Alison Romkey at 7:02 PM, 2nd by Chris Davey; MUP.

The Board came out of Executive Session by consensus at 7:46 PM.

A **motion** to rescind the non-renewal letters of the non-tenured teachers was presented by Alison Romkey, 2nd by Scott Rich; MUP.

A **motion** to accept the 2018 – 2021 Custodian Contract was presented by Alison Romkey, 2nd by Chris Davey; MUP.

- I. Adjournment – A **motion** to adjourn was presented at 7:58 PM by Alison Romkey;
2nd by Kate Gallé; MUP.

Respectfully submitted,
Kristin B. Heckt
Superintendent