

Bolton Board of Education
Monthly Business Meeting
August 22, 2013

Approved

The Bolton Board of Education held its regularly scheduled business meeting on August 22, 2013. Karen Bergin called the meeting to order at 6:30 PM with the following board members in attendance: Matthew Giuffre, John Muro and Ron Rousseau. Superintendent Kristin Heckt was also present. Board members John Hambrook, Rich Hayes and Trace Maulucci were absent.

- A. Call to Order – Board Chair Karen Bergin called the meeting to order at 6:30 pm.
- B. Comments from the Audience – None
- C. Additions to the Agenda – None
- D. Routine Business Items
 - 1. Communications to BOE
 - 2. Approval of Minutes – July 13, 2013 – A **motion** to approve with correction to Matt Giuffre’s name was presented by Matt Giuffre and 2nd by Joe Muro; MUP.
 - 3. BOE Committee Report
 - a. Community Partnership Relations – Joe Muro reported the committee met to discuss the possibilities of executing a survey for Columbia student BHS graduates but the idea was not brought forward. The offer to host HW Porter commencement ceremonies was respectfully declined. There was a lengthy discussion on developing a quarterly district newsletter with an eye towards a communication tool for the Bolton and Columbia communities and would incorporate similar information as has been presented by the monthly Principals reports. Distribution could be emailed through School Messenger and possibly the Town Everbridge system with copies available in various school and Town offices. It was agreed that the Superintendent’s Office would have a target date of November 1st to publish the first quarterly newsletter. Administrators will report information verbally each month to be followed up with more information if needed. The quarterly newsletter is a trial and a work in progress.
 - b. Personnel – Karen Bergin reported the committee met several times during the last month.
 - 4. Community Meeting Reports – None
 - 5. Superintendent of Schools Report
 - a. Staffing – Superintendent Heckt reported on the staff changes that occurred during the summer and that the custodial position will be posted for an early October hire date. Joe Maselli added that a full-time trainer has also been hired for BHS sports and will be on site every day during sports practices and home games. A BCS boys soccer coach has also been hired.
 - b. Enrollment – A handout was provided with PK-12 enrollment numbers by grade level with all Choice and Columbia student numbers noted. There was an increase in both number groups.
 - c. Monthly Budget Update – The BOE is returning \$236,838 to the Town which includes \$150K borrowed for SPED deficit requested. The budget was frozen from the 2nd week in December and the staff did a great job juggling to fund needs. The required Common Core and new Teacher Evaluation have associated costs. Additionally, PPS Director, Beth

Goldsneider, reiterated that SPED is a moving target and shared that the district was recently informed of a 30+% increase in billed expenses from a particular outplacement facility. Superintendent Heckt is drafting a letter to the State expressing our concern over such a large, unbudgeted expense increase, Ms. Goldsneider will meet with the billing facility next week, and the ability to file an appeal is being looked into. Possible affects on State reimbursement is also being explored. The Budget Timeline was handed out for the 2014-2015 budget preparation. The October meeting will be designated for public, staff and student budget input.

- d. CSDE Technology Grant – Director of Technology Instruction and Curriculum, Sarah Malinoski, presented an overview of the Technology Grant recently filed. To accept any approved funds, the BOE needs to approve the filing. Copies of the grant were provided. BHS is 100% ready for Smarter Balanced testing. BCS is 56% ready from a computer needs standpoint. This grant would fund just under 50% of the necessary cost and information on the payment plan was provided. BOE budget funding, Choice funding and/or future Capital Plan funding are being looked into for all funding needs. Sarah has met with Mary Grande and Ray Boyd to discuss the necessary building upgrades. The purchase and work needs to be done this year but we're not sure of the timing for the release of the funds. After a lengthy discussion on the products, vendors, upgrades, and funding options, a **motion** was presented by Matt Giuffre to approve the CSDE Technology Grant with the knowledge of what specifically will be purchased could change, 2nd by Joe Muro. Motion passed 3-1. Karen Bergin, Matt Giuffre and Joe Muro voted affirmatively and Ron Rousseau abstained. In an effort to solve some performance issues with our current email system, Superintendent Heckt shared that CREC is systematically migrating our email from a 2003 version to 2010 and should be completed within the next couple of weeks.
- e. School Security Grant – A handout on the grant information that had previously been shared with the Board was provided and the specific security improvements were reviewed. The grant required signatures from Trooper Kevin Cook and various Town officials.
- f. CABE/CAPSS Convention – Superintendent requested that any Board member planning on attending the November 15 and/or 16 presentations to please let her know by Friday, August 30th.
- g. Drama Club Update – Drama Club Advisor Jen Carvalho requested funding from the Bolton Community Education Fund and was awarded \$4.2K which is half of her needed funds for the annual production. This funding will provide for all of her start up needs.
- h. Convocation – Information on Convocation was provided and a formal invitation to Board members was extended. Superintendent Heckt showed samples of the KBH ID badges and lanyards that were given to all staff. Similar ID will be required to be worn by all subs and visitors as well.

- E. Unfinished Business
 - 1. District Goals – 2nd Read – Matt Giuffre presented a **motion** to accept the District Goals as presented; 2nd by Joe Muro; MUP.
- F. New Business
 - 1. Resignation – Recent staff resignations were presented. A **motion** to accept them was presented by Matt Giuffre and 2nd by Joe Muro; MUP.
- G. Future Business – None
- H. Executive Session – A **motion** to adjourn to Executive Session was presented by Matt Giuffre, 2nd by Ron Rousseau; MUP. The Board came out of Executive Session at 8:40 PM by consensus. A **motion** to approve the Instructional Assistants contract was presented by Matt Giuffre, 2nd by Ron Rousseau; MUP. A **motion** to approve the Administrators Contract was presented by Matt Giuffre, 2nd by Ron Rousseau; MUP. A **motion** to approve the Superintendent's contract was presented by Joe Muro, 2nd by Ron Rousseau, MUP.
- I. Adjournment – A **motion** to adjourn was presented at 9:00 PM by Matt Giuffre; 2nd by Ron Rousseau; MUP.

Respectfully submitted,

Lori Boyd
Board Clerk