

REGIONAL SCHOOL DISTRICT NO. 17
BOARD OF EDUCATION MEETING
May 5, 2015

A meeting of the Regional School District No. 17 Board of Education was held on May 5, 2015 in the Central Office Board Room. Board of Education Chair, Sue Twachtman, called the meeting to order at 7:38 PM.

Members Present: *Kathy Brown, Becky Valenti, Amy Jacques-Purdy, Dan Chase, Jeannie Young, Karen Perry, Susan Dean, Michele Amendola, Joel D'Angelo and Sue Twachtman*

Members Absent: *Brian Gamache*

Also Present: *Superintendent of Schools, Howard Thiery, Assistant Superintendent for Curriculum and Instruction, Dr. Holly Hageman, and Director of Fiscal Operations, Martha Vaughn, and Board Clerk Larissa Johnson*

Visitors: *2*

Call to Order/Opening of Meeting

Board of Education Chair, Sue Twachtman called the meeting to order at 7:38 PM.

Audience of Citizens

None

Approval of Minutes

- A.** Approval of Minutes for the April 7, 2015 Board of Education Annual Hearing
- B.** Approval of Minutes for the April 7, 2015 Board of Education Special Meeting
- C.** Approval of Minutes for the April 7, 2015 Board of Education Meeting
- D.** Approval of Minutes for the April 21, 2015 Board of Education – Education Session

*Becky Valenti **MOVED** and Amy Jacques-Purdy **SECONDED** a motion to approve the minutes as presented. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	A <input type="checkbox"/>
Brian Gamache	Absent						

Report from Student Representatives

None

Board Committee Reports and Future Meetings

A. Facilities Subcommittee

Amy Jacques-Purdy updated the Board. The Facilities Subcommittee had several items for approval by the Board.

The Facilities Subcommittee discussed the removal of the modular classrooms for KES and HES. There are two modular classrooms at HES and five modular classrooms at KES. Previously, the Board placed these modular buildings up for sale to the general public, as well as to the District's member towns, and there was no interest. The Board discussed moving forward with the demolition and remediation of the sites where the modular buildings stood. The current upkeep on the modular units is \$2,500 per unit each year, and most of the units will need new roofs in upcoming years. The Director of Facilities received two quotes as to the cost of the removal, and is expecting to have a few more quotes come in. Currently, the lowest quote is \$48,150.00, which includes demolition and remediation of the sites. As required by law, an environmental study will need to be performed to ensure that the demolition will be safe and does not pose an environmental hazard.

*Amy Jacques-Purdy **MOVED** and Becky Valenti **SECONDED** a motion to approve an expenditure not to exceed \$48,150 for the removal of all modular classrooms and remediation of the modular classrooms sites. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

*Amy Jacques-Purdy **MOVED** and Becky Valenti **SECONDED** a motion to approve an expenditure of \$2,775.00 to conduct an environmental study prior to the removal of all modular classrooms. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

Amy Jacques-Purdy then reported that the Facilities Subcommittee also discussed the conversion of the HKHS boilers from #4 to #2 oil. The Board has previously discussed that the boilers should be converted to #2 oil to save the district money in fuel costs.

*Amy Jacques-Purdy **MOVED** and Dan Chase **SECONDED** a motion to approve an expenditure of \$33,800.00 to Blake Equipment for the conversion of the Haddam-Killingworth High School boilers from #4 to #2 fuel oil. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

Amy Jacques-Purdy reported that the Facilities Subcommittee also discussed that the fuel storage tanks need to be cleaned as a part of the fuel conversion project. The Director of Facilities received two quotes for tank cleaning – one for \$7,016 using a detergent power-wash method and the other a kerosene hand-washing method of cleaning which was quoted at \$13,250. The Facilities Subcommittee felt comfortable using the quote from Tredebe for \$7,016 as this method of cleaning will be effective.

Amy Jacques-Purdy **MOVED** and Becky Valenti **SECONDED** a motion to approve an expenditure of \$7,016.00 to Tredebe Environmental Services for fuel tank cleaning. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

Amy Jacques-Purdy reported that the Facilities Subcommittee also discussed replacing the tubes in one of the boilers at the high school. Director of Facilities Mike Distefano said that replacing the tubes of the boilers is necessary this year because if both of the boilers were to blow tubes at the same time, the high school would be without heat. With one boiler re-tubed, it would greatly reduce the likelihood of both boilers being out of operation at the same time.

Amy Jacques-Purdy **MOVED** and Becky Valenti **SECONDED** a motion to approve an expenditure of \$22,929.39 to Ratic Combustion for tube replacement. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

The Facilities Subcommittee also discussed that the Kitchen Make-Up Air Unit at Killingworth Elementary needs to be replaced. The Make-Up Air Unit replaces air that is pushed out by exhaust fans. The Board briefly discussed how Make-Up Air Units work. The Director of Facilities received two other quotes ranging up to \$34,000.00.

Amy Jacques-Purdy **MOVED** and Dan Chase **SECONDED** a motion to approve an expenditure of \$18,475.00 for a Kitchen Make-Up Air Unit by Saucier Mechanical Services, Inc. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

The Facilities Subcommittee also discussed repairing the sidewalks at BES and re-paving driveway main entrance of the high school to the barn, which is still part of the original paving, as well as the parking at the White House. The Director of Facilities received three quotes, the lowest of which was for \$58,855.00 from Sullivan Paving. The other two quotes were around \$75,000.00.

Amy Jacques-Purdy **MOVED** and Becky Valenti **SECONDED** a motion to approve the expenditure of \$58,855.00 for paving of sidewalks at BES, parts of the main entrance at HKHS and parking at the White House by Sullivan Paving. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

The Facilities Subcommittee also discussed that the Fixtures, Furnishings & Equipment (FF&E) in the modular classrooms need to be disposed of. Many items are being stored in the classrooms when they are not in use. The Board discussed putting the items up for public sale as per Board policy, which may include selling them by catalog or tag sale.

Amy Jacques-Purdy **MOVED** and Joel D'Angelo **SECONDED** a motion to allow the public sale of remaining items in the modular classrooms as part of the FF&E of the modular classrooms. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

Superintendent Thiery stated that all of the expenditures for these items will be paid for out of the Capital Fund and are not part of the operating budget.

B. Finance Subcommittee

Joel D'Angelo updated the Board. He reported that the subcommittee reviewed the general fund year-to-date. The Financial Report is projecting a modest surplus at the end of the year. They also reviewed checks cut last month over \$5,000 and budget transfers. The subcommittee also discussed the results of the auditing services RFP.

C. Policy Subcommittee

Amy Jacques-Purdy reported that the Policy Subcommittee met on April 29, 2015, and continued its work on the 6000 series. They are planning to meet again on May 13 to continue work on the 6000 series and hoping to complete the series for the fall. Principal Hayward will attend the next meeting to discuss curriculum and instruction policies relating to the high school.

D. Communications Subcommittee

Susan Dean updated the Board. She reported that the work on the handbook is on-going and said she is hoping to have it completed soon. The subcommittee is also working on a Board Update for May.

E. Personnel and Evaluation Subcommittee

Karen Perry reported that the subcommittee has not met.

Board Liaison Reports

A. Healthy Communities – Healthy Kids Council

Susan Dean reported that the Healthy Community-Healthy Kids Council is doing a membership/contribution drive and this month's asset is Parenting in Sports.

B. LEARN

Kathy Brown had no report.

C. Parks & Recreation

No report.

D. Haddam Board of Selectmen

Becky Valenti had no report.

E. Killingworth Board of Selectmen

Jeannie Young had no report.

Old Business

A. High School Energy and Facilities Upgrade (CREC Project)

Superintendent Thiery explained that CREC has provided the Board with several options for upgrades and improvements to the high school including boilers, lighting and roof replacement and solar energy. He said that we need to begin to think about whether the Board wants to use CREC as a project management team. He explained that first, the Board needs to determine whether it would like to have a project manager, and if so, whether it should be CREC and then determine the scope of the project and see what options may be best for the District. With CREC's project management services, CREC will not only assist in the design of specifications for the projects and assist in the bidding processes and actual project management, they also will assist in financial aspects of the project where they will help the District with bonding and the referendum process as well as apply for grants and reimbursements for the project as well. Superintendent Thiery explained that while the Facilities department can handle the management of small, individual projects, a project of greater scope would be very challenging and the District may not be able to capture all of the opportunities provided by the state or other agencies for reimbursements. CREC's project management team works with schools as a regular part of their work, which also may set them aside from other performance contractors. The Board also discussed that much of the cost of the CREC project management services may be reimbursable with the construction project and that the work is performed on a contingency basis dependent on bonding.

The Board returned from recess at 8:31 PM.

The Board discussed whether other project management firms had been considered. Director of Facilities, Michael Distefano answered that five different project management options have come before the subcommittee with different proposals for upgrades. Once the project manager is selected, the Board can begin to work on the scope of the project, get pricing and work on the overall project timeline.

Dan Chase **MOVED** and Amy Jacques-Purdy **SECONDED** a motion to engage CREC as project manager for building upgrades to Haddam-Killingworth High School. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO ___ A ___	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO ___ A ___
Kathy Brown	YES <input checked="" type="checkbox"/> NO ___ A ___	Karen Perry	YES <input checked="" type="checkbox"/> NO ___ A ___
Dan Chase	YES <input checked="" type="checkbox"/> NO ___ A ___	Becky Valenti	YES <input checked="" type="checkbox"/> NO ___ A ___
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO ___ A ___	Jeannie Young	YES <input checked="" type="checkbox"/> NO ___ A ___
Susan Dean	YES <input checked="" type="checkbox"/> NO ___ A ___	Sue Twachtman	YES <input checked="" type="checkbox"/> NO ___ A ___
Brian Gamache	Absent		

B. Discussion of Transportation RFP

Superintendent Thiery said that the Transportation RFP Subcommittee has been meeting to discuss and negotiate the new transportation contract. Karen Perry read from a statement prepared by the committee to explain the transportation RFP process and the reasons behind why the committee is recommending that the District continue its relationship with STA (see Addendum A attached).

Karen Perry **MOVED** and Joel D'Angelo **SECONDED** a motion award STA the transportation contract beginning July 1, 2015 to June 30, 2020. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO ___ A ___	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO ___ A ___
Kathy Brown	YES <input checked="" type="checkbox"/> NO ___ A ___	Karen Perry	YES <input checked="" type="checkbox"/> NO ___ A ___
Dan Chase	YES <input checked="" type="checkbox"/> NO ___ A ___	Becky Valenti	YES <input checked="" type="checkbox"/> NO ___ A ___
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO ___ A ___	Jeannie Young	YES <input checked="" type="checkbox"/> NO ___ A ___
Susan Dean	YES <input checked="" type="checkbox"/> NO ___ A ___	Sue Twachtman	YES <input checked="" type="checkbox"/> NO ___ A ___
Brian Gamache	Absent		

Consent Agenda

- A. Donation of \$1,000.00 from the KES PTO to be deposited into the KES Student Activity Account. Submitted by Dennis Reed, Principal of Killingworth Elementary School.
- B. Donation of \$200.00 from Toni Brienza and Ljilana Plisic from Killingworth, to be deposited into the HKMS Student Activity Account for the 8th Grade Field Trip to Washington, DC. Submitted by Dr. Jennifer Olsen, Principal of Haddam-Killingworth Middle School.

Amy Jacques-Purdy **MOVED** and Joel D'Angelo **SECONDED** a motion to approve the Consent Agenda as presented with gratitude for all who donated. Motion passed 10-0-0 by the following votes:

Michele Amendola	YES <input checked="" type="checkbox"/> NO ___ A ___	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO ___ A ___
Kathy Brown	YES <input checked="" type="checkbox"/> NO ___ A ___	Karen Perry	YES <input checked="" type="checkbox"/> NO ___ A ___
Dan Chase	YES <input checked="" type="checkbox"/> NO ___ A ___	Becky Valenti	YES <input checked="" type="checkbox"/> NO ___ A ___
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO ___ A ___	Jeannie Young	YES <input checked="" type="checkbox"/> NO ___ A ___
Susan Dean	YES <input checked="" type="checkbox"/> NO ___ A ___	Sue Twachtman	YES <input checked="" type="checkbox"/> NO ___ A ___
Brian Gamache	Absent		

New Business

A. Discussion and Possible Approval of Auditors

Joel D'Angelo explained that the District goes through an audit ever year. The contract with the current auditor is expiring and the Director of Fiscal Operations and the Finance Subcommittee put out an RFP for auditing services in March 2015. Six companies replied, of which, the District's current auditor, Seward and Monde, gave the most complete response. He said that the District has been very happy with Seward and Monde and that their services are comprehensive and include filing government forms on behalf of the District. The Director of Fiscal Operations was able to negotiate a price freeze with Seward and Monde at our current rate of \$41,400 annually over the life of the contract renewal.

*Joel D'Angelo **MOVED** and Karen Perry **SECONDED** a motion to award the auditing services contract to Seward and Monde for the next four years, ending in Fiscal Year 2017. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

From the Superintendent

A. Legislative Update

Superintendent Thiery updated the Board. He reported that the ECS bill cleared another hurdle and will be moving forward in the legislature. There is talk that there may be a minimum of 55% of special education costs reimbursed, tied to the budget put forward for 2015-2016.

B. Personnel Report

Superintendent Thiery presented the Personnel Report.

C. Enrollment Report

Superintendent Thiery presented the Enrollment Report.

From the Director of Fiscal Operations

A. Budget Transfers

Director of Fiscal Operations Martha Vaughn presented the Budget Transfers.

*Joel D'Angelo **MOVED** and Karen Perry **SECONDED** a motion to approve the Consent Agenda as presented. Motion passed 10-0-0 by the following votes:*

Michele Amendola	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Amy Jacques-Purdy	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Kathy Brown	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Karen Perry	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Dan Chase	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Becky Valenti	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Joel D'Angelo	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Jeannie Young	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Susan Dean	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>	Sue Twachtman	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> A <input type="checkbox"/>
Brian Gamache	Absent		

Board Discussion/News/Suggestions

No Discussion

Adjournment

Board Chair Sue Twachtman called for the meeting to adjourn at 9:04 PM.

Respectfully submitted,

Larissa B Johnson

Larissa B. Johnson
Board Clerk

Approval: *Becky Valenti* Date: *June 2 2015*
Becky Valenti, Secretary

ADDENDUM A

RSD 17 Student Transportation Contract Vendor Selection Summary

The current RSD 17 student transportation contract is set to expire on June 30, 2015. In order to select the provider for the next five years, the Board of Education and Administration opened up a competitive process in January of 2015. In early January, the Administration, in cooperation with the Board Finance Committee, developed a comprehensive RFP for student transportation services. This RFP was posted and distributed to regional transportation companies on January 23, 2015. A mandatory pre-bid meeting was held on Wednesday, February 11, 2015, for all interested vendors. This provided an opportunity for vendors to clarify any questions they had regarding the RFP and transportation services. All answers to questions from the meeting were shared with all attendees to assure a fair process. The responses to the RFP were opened on Wednesday, February 25, 2015.

Five vendors submitted proposals in response to the RFP. The five transportation companies were: First Student, STA, New Britain Transportation, M+ J Bus and Specialty Transportation. The Board appointed a committee made up of five members: Sue Twachtman, Joel D'Angelo, Karen Perry, Michele Amendola and Jeannie Young, for the purposes of reviewing the responses and selecting a vendor. Martha Vaughn, Director of Finance for RSD 17, used all of the information in the RFP responses to develop a comparable analysis framework for all the companies. This process took all of the factors in each vendor's response and developed a cost analysis based on daily runs and operating parameters so that actual daily cost per bus to the District could be determined. The committee had access to this analysis as well as all original response documents.

The Board Committee spent several weeks reviewing and analyzing the large amount of material involved in the analysis and RFP response. The Committee met on several occasions with Administration to further analyze and discuss the information. As part of this analysis, the Committee invited two vendors to meet with them in order to discuss and clarify their proposal. This process also provided an opportunity for the Committee to discuss alternative pricing proposals with each vendor in order to assess best possible pricing and service.

After a thorough review of the materials, along with discussions with two of the responding vendors, the committee is recommending that the Student Transportation Contract be awarded to STA for the period of July 1, 2015-June 30, 2020.

The following is a summary of the reasons for this recommendation:

- Lowest overall pricing
 - Transportation Rates will increase/decrease as follows for the five year contract:

▪ Year 1	(-2.06%)
▪ Year 2	1.55%
▪ Year 3	1.56%
▪ Year 4	1.96%
▪ Year 5	1.97%
▪ Overall	4.99%/5years

- Special Education rates have been frozen at the 14/15 rate for the next five years
- Mid-Day/Late-Day Runs have been decreased to \$63.00/hour
- Extracurricular costs were lowered
- GPS on all buses have been included at no cost or affect to rates
- Good performance record over the last five years serving RSD 17
 - All accident, incident and out of service records were reviewed and reflect a high level of safety and maintenance (only one bus removed from service out of 54 units=98% pass rating)
- Documented history of effective employee hiring and retention, and positive working climate
 - Strong and effective working relationship and communication with District as demonstrated through difficult weather events over the last five years
 - Strong corporate financial stability
 - Demonstrated willingness to invest in bus depot infrastructure as demonstrated by installation of new fueling system
 - Agreement to provide District \$40,000 equity in fueling system at the end of the new contract (June 30, 2015) and option to purchase fueling system for \$1 at end of possible extension (June 30, 2025) based on system value of \$90,000