

The Regular Meeting of the Regional School District 14 Board of Education was held Tuesday, November 17, 2015 at Nonnewaug High School, 5 Minortown Road, Woodbury, Connecticut.

Present: Board members George Bauer (8:20 pm), John Chapman, Charles Cosgriff, Michael Devine, Janet Morgan, Maryanne Van Aken, and Pamela Zmek; Superintendent Anna Cutaia-Leonard, Ed.D., Director of Finance and Operations Wayne McAllister, Director of Teaching and Learning Michael Rafferty, Director of Special Services Christina Fensore, Director of Human Resources Kimberly Culkin, Administrators Alice Jones, Pam Sordi and Eric Bergeron; Director of Buildings and Grounds Mike Molzon; Energy Specialist Lisa Gombos; Board Clerk Deb Carlton, two students and two members of the press.

Absent: Carol Ann Brown

### **1. Call to Order**

Ms. Van Aken called the meeting to order at 7:30 pm.

### **2. Pledge of Allegiance**

Ms. Van Aken led the Pledge of Allegiance. Following this, she requested a moment of silence for the victims of the Paris

### **3. Report from Student Representative**

Tabled.

### **4. Approval of Minutes**

Ms. Van Aken requested a *motion to approve the regular meeting minutes of November 2, 2015.*

Entered by Mr. Cosgriff and seconded by Mr. Devine, the **motion carried 5-0-1** with Mr. Chapman abstaining.

### **5. Presentation**

Dr. Cutaia-Leonard invited Mr. Bergeron to present Region 14's Finest for Woodbury Middle School. Mr. Bergeron honored his custodial staff: Dave Haversat, Jim Laboudy, Jim Hallaway, Darren Stevens, and Dennis Powell. He spoke about their efforts to maintain a safe, clean and welcoming environment for the students and staff, commenting that they do this every day and are always willing to do whatever needs to be done.

On behalf of the Board, and the Fire Marshal's office, Ms. Morgan presented certificates to each custodian present, and praised them for setting the bar very high for the other schools. All the R14 school custodial staffs do a great job, she said, but the WMS staff is always very prepared for inspections and are great to work with, she said.

### **6. Information and Proposals**

#### **A. Committee reports**

Mr. Chapman reported that the Policy Committee met on Tuesday, continues its revision project, and are bringing the next set of revised policies before the board later in the meeting. The third of four packets of revisions have been received from CABE, and he noted the speed with which this anticipated 2 year project is progressing. His committee will review the third packet after the new year.

#### **B. Superintendent's Report**

Dr. Cutaia-Leonard invited Mr. McAllister to intro a facilities update, specifically a report about the energy program. He turned the program over to Ms. Gombos, who updated the board on the success of the energy management program in Region 14. She explained that the program has been in place for 6 years; the cost avoidance program for 5 ½. To date, the district has realized a savings of \$1,643,869 due to efforts in all buildings to power down electrical equipment when it is not in use. She monitors this with twice weekly visits to each school to make sure all rooms and spaces have been shut down properly. She also checks boilers for proper functioning and reports any malfunction to appropriate personnel. She monitors

the energy control systems at NHS and WMS and troubleshoots for problems at all schools.

Mr. Molzon commented that a lesson learned from the district's participation in the program is that, 80% of the time, buildings are not at full or even partial occupancy. The custodial staff, he said, is the first line of defense to get the buildings powered down when not occupied. It is not the intention of the program for occupants to be cold in winter and hot in the warmer months, but rather to avoid heating and cooling unoccupied spaces in order to save money to be able to heat and cool occupied spaces as needed. He added that he likes to think that savings realized in this area can be directed toward educational initiatives like chromebooks.

Mr. McAllister commented that, all things being equal, the savings realized account for 1% of the district's annual budget.

Dr. Cutaia-Leonard reviewed the dates for Board meetings in 2016. The board will approve the meeting schedule later in the evening.

C. Board Chair's Comments

None.

**7. Privilege of the Floor**

None.

**8. Business Requiring Board Action**

a. Policies for First Read

Mr. Chapman explained the set of policies before the board and offered to answer any questions they might have about the revisions. As there is no urgency to approving them, he suggested a first read, with approval at the next meeting.

b. Agriscience Grant Application Approval

Ms. Van Aken entered the following:

*Move that the Region 14 Board of Education amend the following motions approved on June 1, 2015 to include approval of Educational Specifications as the fourth motion:*

Move that the Region 14 Board of Education authorize the Superintendent to apply to the Commissioner of Education to accept or reject a grant for the Agriscience Equipment Grant at Nonnewaug High School in the amount of \$587,568.

Move that the Region 14 Board of Education authorize the Chairman to form a building committee for the Agriscience Equipment Grant at Nonnewaug High School.

Move that the Region 14 Board of Education authorizes at least the preparation of schematic drawings and outline specifications for the Agriscience Equipment Grant at Nonnewaug High School.

Move that the Region 14 Board of Education approve the attached educational specifications as presented. (amended)

Second by Mr. Chapman.

Mr. McAllister reminded the board that the educational specifications were presented to them by Mr. Davenport at the June 1, 2015 meeting when the grant applications were approved. The action taken at that time needed to include language showing that the educational specifications were approved by the board; tonight's amended motion remedies that.

**Motion carried 6-0.**

Ms. Van Aken entered the following:

*Move that the Region 14 Board of Education amend the following motions approved on June 1, 2015 to include approval of Educational Specifications as the fourth motion:*

Move that the Region 14 Board of Education authorize the Superintendent to apply to the Commissioner of Education to accept or reject a grant for the Agriscience Building Grant at Nonnewaug High School in the amount of \$662,000.

Move that the Region 14 Board of Education authorize the Chairman to form a building committee for the Agriscience Building Grant at Nonnewaug High School. Said committee is authorized to engage in an architect, engineer or other specialists for the purpose of providing architectural, engineering or technical services, including outline specifications and preparation of schematics.

Move that the Region 14 Board of Education authorizes at least the preparation of schematic drawings and outline specifications the Agriscience Building Grant at Nonnewaug High School.

Move that the Region 14 Board of Education approve the attached educational specifications as presented. (amended)

Second by Ms. Zmek. The same explanation was given for the need to amend the original motion made on 6/1/15.

**Motion carried 6-0.**

c. Approval of 2016 Board of Education Meeting Schedule

Ms. Van Aken entered a motion to approve the 2016 Board of Education Meeting Schedule as presented.

Second by Mr. Cosgriff. **Motion carried 6-0.**

d. Discussion of written communication protected by attorney-client privilege regarding debt reserve fund and related budget and high school building project issues.

Ms. Van Aken entered the following: *Move that the Board of Education enter into executive session in order to discuss written communications protected by attorney-client privilege regarding debt reserve fund and related budget and high school building project issues.* Second by Mr. Cosgriff. **Motion carried 6-0.** Dr. Cutaia-Leonard and Mr. McAllister were invited to join.

The board moved to executive session at 8:00 pm

Following executive session, Mr. Bauer entered the following: *I hereby move that the entire \$390,000 from budget account #BOE-90 ("Bond Payment Reserve") from the 2014-2015 District budget lapse and be designated as surplus funds.*

Seconded by Mr. Cosgriff, the **motion carried 7-0.**

Mr. Bauer entered the following: *I hereby move that \$320,457 be transferred from those surplus funds remaining from the 2014-2015 fiscal year and be appropriated to the Reserve Fund for Capital and Nonrecurring Expenditures (BOE account #99), with any subsequent appropriations from said Reserve Fund to be in accordance with Connecticut General Statutes §10-51(d)(2).*

Seconded by Mr. Cosgriff, the **motion carried 6-1-0**, with Mr. Devine voting no.

Mr. Bauer entered the following: *I hereby move that any remaining undesignated monies from the surplus from the 2014-2015 budget be used to reduce the District's net expenses for the 2015-2016 fiscal year, with corresponding reductions in the payments to be made by the member Towns.*

Seconded by Mr. Cosgriff, the **motion carried 7-0.**

**9. Announcement of Future Meetings**

Ms. Van Aken reviewed upcoming meetings:

Monday, December 7, 2015, BoE Regular Meeting, NHS

Monday, December 21, 2015, BoE Regular Meeting, NHS

**10. Adjournment**

Ms. Van Aken entered a *motion to adjourn*, second by Mr. Cosgriff. **Motion carried 7-0.**  
The meeting adjourned at 8:53 pm.

Respectfully Submitted,

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Charles Cosgriff, Assistant Secretary/Treasurer  
Regional School District 14 Board of Education