

## REGIONAL SCHOOL DISTRICT NO. 7

NEWBURY LIBRARY-MEDIA CENTER

### Board of Education Meeting

December 13, 2023 – 6:00 p.m.

**APPROVED 1.10.24**

**PRESENT:** Chair Ms. Molly Sexton Read (B), Vice-Chair Mr. Robert Jerram (NH), Secretary/Treasurer Mr. Noel Gauthier (NH), Ms. Deborah Bell (N), Ms. Kim Crone (N) (departed meeting at 7:10 p.m.), Ms. Mary Duran (B), Superintendent Mr. Steven K. LePage, Director of Finance & Operations Mr. James Gaskins, Middle School Principal Mr. Fran Amara, High School Principal Mr. Gary Franklin, Student Representatives Fiona Leon and Owen Langer.

**ABSENT:** Ms. Lisa Fragale(C), Ms. Terri Kenneson (C)

**CALL TO ORDER:** Ms. Sexton Read called the Regular Board of Education meeting to order at 6:09 p.m.

Ms. Sexton Read asked for an amendment to the agenda to add five (5) Motions that will be voted on tonight under the umbrella of the VO-AG Building Committee's work for the VO-AG Roof Replacement. The first Motion will be Educational Specifications of the Roof, and four (4) additional motions are regarding the procedures of the roof replacement. This will be added under **NEW BUSINESS**.

**MOTION BY** Ms. Bell, seconded by Mr. Jerram, to **AMEND** the December 13, 2023 Agenda, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

**PUBLIC PORTION:** None.

### APPROVAL OF MINUTES

**MOTION BY** Ms. Crone, seconded by Ms. Duran, to **APPROVE** November 8, 2023, Regular Board of Education Meeting, as presented: **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

### REPORTS

#### STUDENT REPRESENTATIVE REPORT OWEN LANGER

Mr. Langer expressed that Winter sports are beginning this week. Basketball began with games this week. Swim season began and the team members are looking to secure the 12<sup>th</sup> Berkshire League Title in 2023-24. The week of December 18 is NWR7 2<sup>nd</sup> Annual Spirit Week. Lastly, students in band attended Disney World over the weekend of December 8.

#### STUDENT REPRESENTATIVE REPORT FIONA LEON

Ms. Leon communicated that the Winter Concert was on November 30, 2023 and it was so festive and fun. The Band visited Disney World and she explained the students had a great time, yet are a bit tired. The Regional Band and Choir scores and acceptances were released, which was exciting. The theatre performed "CLUE", which was hilarious, on Dec 17, 18, and 19. In sports, the girls basketball team play Oliver Wolcott Tech tonight, and if NWR7 wins, it will be Coach Fred Williams 705th win! Wrestling and Indoor Track began practices. Annual Winter Spirit Week begins December 18 which consists: Monday- ugly sweater day for seniors, all others wear red, Tuesday- cozy winter apparel, Wednesday- holiday winter characters, Thursday- warm hat and fuzzy socks, and Friday- pajama day. On Friday, December 22, 2023, the Senior Volleyball Game against the staff takes place.

### AG- ED PRESENTATION

AG-ED Presentation by Mr. Andrew O'Brien and students FFA officers Elizabeth Schubert, Nikki Benson and Riley Smith were introduced by Superintendent LePage. Mr. O'Brien began by expressing that the FFA is the largest youth organization in the United States. As members of the FFA, Mr. O'Brien stated that they cannot say enough about the student leadership. The

three members of the officer team present are Ms. Schubert, Ms. Benson and Ms. Smith, yet members not present are Spencer Nash, Bridget Cavanaugh, Cianna Ferraro, and Ayla Fritz.

Ms. Schubert began the presentation by showing photos of the FFA Officer retreat which is completed first thing in the year to bond with all other officers, and discuss how they all would lead the year as officers. This year, the change was made to rotate the Vice President position and other positions throughout the officer team. The team cleaned up the outside of the AG-ED building by removing overgrown trees and bushes. Ms. Benson explained how the Fall is busy in Ag-Ed by making corsages at the BIG E, to setting up a booth at the Riverton Fair and selling apple cider, apple crisp, maple syrup, and maple candy. Lastly, there is the Craft Fair, which they sell all of the same at the fair, yet also FFA Apparel and a bunch of other items. Ms. Smith explained about how the officers attended the leadership training called IMAGE and attended leadership workshops, team building workshops and met all people from around the state, and also in attendance with Rob Eselby-alumni from NWR7 Ag-Ed. Ms. Schubert explained that the officers attend CDE (Career Development Experiences) in the Spring and Fall. This year, the Fall CDE sent four (4) teams out to learn about floral designs, forestry team, equine evaluation, and the livestock evaluation. These are just a few examples of the CDEs. There is also LDE (Leadership Development Experiences) which happen in the Spring. The Ag Mechanics – Mr. Wilde's Class – hosted four different wreath making events. The floral design assisted in designing the wreaths. One event was the community wreath making event which was a huge success! The favorite event was attending the 96<sup>th</sup> National Convention which was held in Indianapolis, Indiana. There was approximately 69,000 members registered to attend. There were different leadership workshops, general sessions and a variety of students from all chapters. The officers explained that they are hoping to start a TIMBER TEAM in AG-ED. The Timber Sports is a highly competitive sport being introduced in the Ag-Ed programs. In the Springtime, the schools compete in Timber sports and in the Fall is when the amateurs compete. Timber Sports consists of ax throwing, log rolling, cross cut, and Jack and Jill pulp toss. Mr. O'Brien expressed that the Ag-Ed Consulting Committee is supporting the introduction of the Timber Sports to NWR7 Ag-Ed and that Mr. Gundlach offered to supply the Ag-Ed with the tools. Mr. O'Brien explained about the new course offerings for Ag-Ed: Agriculture Business Management and Fishery Management. Mr. O'Brien demonstrated that Ag-Ed is exploring innovative practices: simulated welding and the freight farm. The freight farm is an intensive hydroponic operation inside a storage container. Mr. O'Brien explained that Ag-Ed students and staff are working with the consulting group to reinvigorate the membership, and create a long range planning committee. Brief discussion followed.

## **MIDDLE SCHOOL PRINCIPAL FRAN AMARA**

Parent/Teacher Conferences: Conferences for the Middle School were held on Monday 11/13 and Tuesday 11/14 from 4:00 p.m. to 7:00 p.m. Principal Amara got to walk around and speak to parents and students during conferences. After the conferences, the amount of students increased to stay after school on Mondays and Thursdays for academic assistance.

Turkey Baskets: The Veteran's Day Celebrations are a focus on service. Between the Middle School and High School, there were 45 turkey baskets donated to families in need before the Thanksgiving holiday.

Holiday Angel Toy Drive: In the Middle School there were 16 specific children with a wish. Principal Amara was happy to report that all 16 children's wishes were filled and will even receive additional gifts. In the High School, there was a collection of over \$4,300.00. All this money will go towards purchases of gift cards and purchases for families in need.

Intervention Program: As you know, the Middle School Intervention Program has grown over the last few years with the addition of the Math Interventionist and the SEL Interventionist – Jim Mann. The Interventionists have been meeting every other week with the Middle School team. Many students will be in and out of all three literacies, math and SEL intervention programs.

Holiday Events: The Middle School Holiday Concert was a success. It was a full house and the students were amazing. Principal Amara reflected on how amazing these students perform in such a short amount of preparation time. Principal Amara thanked Mr. Pederson, Mr. Lesieur and Mrs. D'Aleo. The Middle School attended "A Christmas Carol" on the Hartford Stage today. A total of 260 students and staff attended the event.

## **HIGH SCHOOL PRINCIPAL GARY FRANKLIN**

Fred Williams: 705<sup>th</sup> Basketball Win Ceremony: Mr. Williams potential 705<sup>th</sup> Girls' Basketball win is tonight. Game begins soon with lots of media coverage. After the game there will be a ceremony.

Freshmen Seminars: Friday, December 15, 2023, will be the first Freshmen Seminars. The day will begin with breakfast, then the Freshmen will have the opportunity to meet up with their LINKS leaders. There are four seminars that all Freshmen will participate: Exam Preparation, Leadership and Self Advocacy Session, Stress Management and Self Care, and Conflict Management. Each seminar is 40 minutes and all the Freshmen will attend each seminar.

Library Media Center Update: Principal Franklin gave a big "shout out" to Ms. Waring, the Library Media Specialist. Principal Franklin said there are many students in the Library daily. Ms. Waring created a Green Screen room, with cameras, and video production equipment that was either donated or purchased with grant funds. Ms. Waring is moving forward with some cool programs. She is coordinating an Ancestry.com workshop for students and staff in the near future.

NEASC Update: A task to do, is to have the curriculum all in the same curriculum format. Principal Franklin met with the Department Chairs and have adopted a template for this curriculum format, and the work begins.

## **SUPERINTENDENT REPORT STEVEN K. LEPAGE**

Superintendent LePage mentioned that he was impressed by the BOE Junior Representative- Owen Langer's Capstone Project that he presented for the Middle School. He introduced Mr. Langer and asked him to explain to the BOE. Mr. Langer explained that he wanted to complete personal finance classes for the Middle School, yet this idea evolved into a Mock Business Fair. Students were given a chart that they complete. The student has a choice of ten jobs to select. Each job was assigned a point value, for example a doctor had a higher salary (points) than a retail sales associate. Then, the students visit different booths that were run by volunteers from business classes. The student would purchase items in these booths. Some examples of booths were housing and utilities, furniture, entertainment, and groceries. The students would purchase items and complete receipts for each booth, and the student would keep track on the chart how much was spent, and how many points remain. There was a bank booth the student could open a mock savings account and an emergency fund booth.

Graduation Date: Superintendent LePage is waiting to set the date of the 2023-2024 Graduation to receive a better understanding of the weather. Discussion is ongoing with the Administrative Team.

Superintendent LePage gave a "shout out" to Mr. Dougan and his class for creating the NWR7 ornaments for the BOE.

## **DIRECTOR OF FINANCE AND OPERATIONS JAMES GASKINS**

Administrative Assistants Bargaining Unit Negotiations: This item is deferred into executive session.

Vo-Ag Roof Building Committee Update: This item is deferred under **New Business** due to the amendment to the agenda.

Approval of New Bank Account NWCB: This will be an account that will be opened for the purchase of theatre tickets through a third party vendor.

**MOTION BY** Mr. Jerram, seconded by Mr. Gauthier, to **APPROVE** the RSD#7 Student Activities to open a new checking account. Signers on this account will be Superintendent Steven K. LePage, Director of Finance and Operations James Gaskins and Assistant Director of Finance Hope Carfiro. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

## OLD BUSINESS

Updates: Ms. Sexton Read updated the BOE on the Budget Development Meeting with the First Selectmen and BOF Chairs from 12/12/2023. Attendees included First Selectman Dan Jerram and BOF Chair Kerry Guilfoyle from New Hartford, First Selectman Nick Lukiwsky and BOF Chair Richard Winn from Barkhamsted, First Selectman Matt Riiska and BOF members Mr. Kwast and Mr. Miller from Norfolk. BOF Chair for Norfolk Mr. Michael Sconyers was not able to attend. First Selectman Brad Bremer and BOF Chair Duncan Wilbur and BOF Assistant Chair Kathleen Adams attended representing Town of Colebrook. Discussion was addressed about the NWR7 2024-25 Budget Development.

BOE Goals: No Updates

Advertising in Schools/Revenue Enhancement Policy # 1325 (second reading):

**MOTION BY** Ms. Bell, seconded by Ms. Crone, to **ADOPT** Policy 1325, P1325 (a) and P1325 (b) Advertising in Schools/Revenue Enhancement Policy, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED**

Addition of a permission form to Policy #6150 Computer System Acceptable Use (second reading)

**MOTION BY** Mr. Jerram, seconded by Ms. Bell, to **ADOPT** the addition of a permission form to Policy #6150 Computer System Acceptable Use, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED**

## NEW BUSINESS

Review and Discussion of the NWR7 2024-2025 School Calendar: Superintendent LePage explained that he had met with the Superintendents from the area towns and are in discussion about the 2024-2025 Calendar. Superintendent LePage stated he was reviewing the Calendar tonight with some possible changes. One change was the half day of school before Christmas break. Next year 2024-2025, Christmas falls on a Wednesday which stretches the winter break to be a bit longer. Past practice was to have a half day the Friday before winter break, yet next year he is changing this to a full day of school before winter break because of the longevity of winter break. April vacation will be different because Good Friday falls differently in 2025. Brief discussion followed.

Vo-Ag Building Committee Update: The BOE needs to make motions to approve the 5 resolutions that were approved by the Building Committee.

The first resolution is the Educational Specifications dated 12/13/2023 for Northwestern Regional School District No. 7 Roof Replacement Agricultural Education Building (aka Vo-Ag) 100 Battistoni Drive, Winsted, CT (specifications listed below).

**MOTION BY** Mr. Jerram, seconded by Mr. Gauthier, to **APPROVE** the Educational Specifications dated 12/13/2023 for Northwestern Regional School District No. 7 Roof Replacement Agricultural Education Building (aka Vo-Ag) 100 Battistoni Drive, Winsted, CT (specifications listed below), as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

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December 13, 2023

**1. Project Rational:**

The proposed roof project consists primarily of the replacement of the roofing on the main portion of the Agricultural Education Building. This includes the complete removal of the existing asphalt shingles. The re-roofing project is to prevent roof leaks and interior damage. The roof being addressed is approximately 21 years old.

**2. Long Range Plan:**

The long-range plan of the Board of Education is to maintain the facility as their Agricultural Education program. Therefore, the project to insure the health and safety of the students and staff, plays an important role in the plan.

**3. The Project:**

The Northwestern Regional School District No. 7 Board of Education proposes roof replacement at the Agricultural Education Building. The existing roofing consists of two layers of asphalt shingles.

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The primary components for this project are as follows:

- Identify all areas of work and the existing roofing system.
- Remove all roofing materials down to the existing decking.
- Inspect existing plywood decking on pre-fabricated wood trusses.
- Replace deteriorating deck if needed.
- Install high-temperature ice and water shield membrane.
- Additional thermal insulation where appropriate including adding to the attic insulation will aid in reducing the heating load and increase the energy efficiency of the mechanical systems.
- Install a new 24 gauge metal standing seam roofing system, including metal furring, support clips and snow retention system.
- Replacement of roofing, wall and edge flashings, and associated work as needed are an integral part of this project. Re-roofing and new siding for the ventilation cupola will be addressed.
- Replace gutters and downspouts with new metal to match roofing color.
- Replacement of fascia and rake trim and associated masonry repointing, including control and expansion joint sealing are an integral part of this project.

#### 4. BUILDING SYSTEMS:

- Remove existing and install all new rooftop mechanical vents/exhaust fans, boiler stacks and plumbing vents in conjunction with the installation of new roofing.
- Security, technology, public address and phone systems will not be addressed in this project.

#### 5. Interior Building Environment:

- Selective replacement of ceiling and/or painting will be part of this project due to water leaks and new construction.
- Lighting, windows and doors are not applicable to this project.
- Existing plumbing roof drains leaders to be cleaned as needed.
- HVAC: (see Building Systems)

#### 6. Site Development

Site Acquisition:	Not applicable.
Parking:	N/A
Drives:	N/A
Walkways:	N/A
Outdoor Athletic Facilities:	N/A
Landscaping:	Associated with the area being disturbed during construction
Site Improvements:	N/A

#### 7. Construction Bonus Requests

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School Readiness:	C.G.S. 10-285a(e)--Not applicable.
Lighthouse Schools:	C.G.S. 10-285a(f)--Not applicable.
CHOICE:	C.G.S. 10-285a(g), as amended--N/A
Full-day Kindergarten:	C.G.S. 10-285a(h)--Not applicable.
Reduced Class Size:	C.G.S. 10-285a(h)--Not applicable.
Regional Vo-Ag Center:	C.G.S. 10-65--Not applicable.
Interdistrict Magnet School:	C.G.S. 10-264h--Not applicable.

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#### 8. Community Uses

Vo-Ag facilitates activities during the school hours, before and after school hours, and throughout the calendar year. These uses include without limiting the following:

Adult Education - evenings  
PTO meetings before and after school  
Summer Enrichment Programs  
Civic and Community events/public meetings - evenings  
Youth programs and clubs - after school  
School sponsored clubs and activities  
Shelter in case of a natural disaster.  
Various and sometimes multiple areas are used for these functions.

The Vo-Ag Building Committee approved the four resolutions listed below and now needs the BOE approval:

**MOTION BY** Mr. Jerram, seconded by Ms. Bell, to **APPROVE** #1 Resolution listed below, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

#### 1) *RESOLVED:*

THAT THE BOARD OF EDUCATION, AS THE LEGISLATIVE AUTHORITY FOR REGIONAL SCHOOL DISTRICT NO. 7, AUTHORIZES THE BOARD OF EDUCATION AND ITS SCHOOL ADMINISTRATION TO APPLY TO THE STATE OF CONNECTICUT COMMISSIONER OF ADMINISTRATIVE SERVICES AND



TO ACCEPT OR REJECT A GRANT FOR THE NORTHWESTERN VOCATIONAL AGRICULTURE ROOF REPLACEMENT PROJECT AT NORTHWESTERN REGIONAL HIGH SCHOOL.

**MOTION BY** Mr. Jerram, seconded by Ms. Bell, to **APPROVE** #2 Resolution listed below, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

2) *RESOLVED:*

THAT THE EXISTING BUILDING COMMITTEE (ESTABLISHED ON FEBRUARY 8, 2023), BE NAMED AND HEREBY ESTABLISHED AS THE BUILDING COMMITTEE WITH REGARD TO THE PROPOSED NORTHWESTERN VOCATIONAL AGRICULTURE ROOF REPLACEMENT PROJECT AT NORTHWESTERN REGIONAL HIGH SCHOOL.

**MOTION BY** Ms. Bell, seconded by Ms. Duran, to **APPROVE** #3 Resolution listed below, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

3) *RESOLVED:*

THAT THE BOARD OF EDUCATION, AS THE LEGISLATIVE AUTHORITY FOR REGIONAL SCHOOL DISTRICT NO. 7, HEREBY AUTHORIZES, AT LEAST, THE PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE NORTHWESTERN VOCATIONAL AGRICULTURE ROOF REPLACEMENT PROJECT AT NORTHWESTERN REGIONAL HIGH SCHOOL.

**MOTION BY** Ms. Duran, seconded by Ms. Bell, to **APPROVE** #4 Resolution listed below, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

4) *RESOLVED:*

THAT THE REGIONAL SCHOOL DISTRICT NO. 7 BOARD OF EDUCATION, AS THE SCHOOL DISTRICT'S LEGISLATIVE AUTHORITY, APPROVE FUNDING THE NORTHWESTERN VOCATIONAL AGRICULTURE ROOF REPLACEMENT PROJECT FOR A TOTAL COST OF \$931,000.00. THIS PROJECT WILL BE FUNDED BY BOTH LOCAL FUNDS AND STATE FUNDS THROUGH A SCHOOL CONSTRUCTION GRANT AUTHORIZED IN ACCORDANCE WITH THE LAW. THE BOARD OF EDUCATION HAS ALREADY APPROVED/ALLOCATED \$530,000.00 AS MAY BE NECESSARY FOR THIS PURPOSE, WITH SUCH LOCAL SHARE OF FUNDS MAINTAINED FOR THIS PROJECT IN THE BOE VO-AG ROOF PROJECT FUND, ACCOUNT #100.9001.0.000.0.00.2.

**CORRESPONDENCE**

None.

**OPPORTUNITY FOR THE PUBLIC TO SPEAK ON AGENDA ITEMS**

None.

**EXECUTIVE SESSION**

**MOTION BY** Mr. Jerram, seconded by Ms. Bell, to **ENTER** into **EXECUTIVE SESSION** including Superintendent Steven K. LePage and Director of Finance and Operations James Gaskins. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

The Board **ENTERED** into **Executive Session** at 7:25 p.m.

The Board **EXITED** out of **Executive Session** at 7:35 p.m.

**MOTION BY** Ms. Bell, seconded by Ms. Duran to **APPROVE** the Administrative Assistants Bargaining Unit Contract, as presented. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Duran. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

## **ADJOURNMENT**

**MOTION** by Mr. Gauthier, seconded by Ms. Duran, to **ADJOURN** the meeting at 7:40 p.m. **AYE:** Ms. Sexton Read, Mr. Jerram, Mr. Gauthier, Ms. Bell, Ms. Crone, Ms. Duran, Ms. Fragale. **NAY:** None. **ABSTAIN:** None. **MOTION PASSED.**

Respectfully submitted,

Diane Barrett  
Board Clerk