

MINUTES

**BOARD MEMBERS PRESENT:** Chairman William Blake, Mr. John Belfonti, Mr. Christopher Browe, Ms. Patricia Cardozo, Ms. Sue Cohen, Ms. Diane Crocco, , Ms. Rita Gedansky, Mr. Thomas Hurley, Ms. Tracey Lane Russo, Ms. Sheila McCreven, Mr. James Stirling and Ms. Diane Urbano.

**BOARD MEMBERS ABSENT:** Mr. Steven Demaio.

**Staff members present:** Dr. Charles Dumais, Mr. Jack Levine, Ms. Terry Lumas, Mr. Ernie Goodwin, Mr. Shawn DeRosa, Mr. Kevin Keller, Mr. Peter Downhour, Dr. Marie McPadden, Coach Sal Capola, Ms. Jill LaPlante, Mr. Frank Baretta, and Ms. Anna Mahon.

**Also present:** Mrs. Ruth Natzel, Mr. Jim Leahy (vice-chairman of the Orange Board of Finance), and other members of the public.

A regular meeting of the Amity Regional Board of Education (BOE) was held on Monday, August 10, 2015 at 6:30 pm in the presentation room at the Amity District Offices.

1. **Call to Order:** Chairman William Blake called the meeting to order at 6:40 pm.
2. **Pledge of Allegiance** was recited by those present.
3. **Recognition of 2015 State Champion Amity Regional High School Baseball Team (enclosure)**  
Mr. Goodwin gave a recap of the baseball season, congratulating the team and coaches. Mr. Capola thanked the Board and the administration and congratulated the team members. Plaques were presented to all the team members and coaches by Dr. Dumais, Mr. Goodwin, Ms. Mahon and Mr. Blake.
4. **Recognition of 2015 State Champion Amity Regional High School Boys Tennis Team (enclosure)**  
Mr. Goodwin recapped the boys tennis season and congratulated the players. Coach Chris Raffone congratulated the players and thanked the Board. Plaques were presented to all the team members by Mr. Dumais, Mr. Goodwin, Ms. Mahon and Mr. Blake.

Mr. Blake said the Board would take a 5-minute break at 7:05 pm to allow visitors to leave. The meeting was called back to order at 7:10 pm.

5. **Swearing in of new Board member Diane Urbano.** Mr. Blake welcomed new Board member Diane Urbano and swore her in as a Board member.
6. **Discussion of appointment of Amity Regional High School Assistant Principal (executive session).**

*Motion by Ms. Gedansky, 2<sup>nd</sup> by Ms. Cohen to adjourn to executive session at 7:13 pm with Dr. Dumais invited to join them.*

The Board returned from executive session at 7:20 pm and the meeting was called back to order.

7. **Possible action on appointment of Amity Regional High School Assistant Principal**  
*Motion by Ms. Cardozo to 2<sup>nd</sup> Mr. Hurley to appoint Mr. Baretta as Assistant Principal of Amity High School with a start date of August 17, 2015 at a salary of first step on administrators contract.*

Vote unanimous

Motion carried

8. **Approval of minutes.**  
A. **Regular BOE meeting, June 08, 2015 (enclosure)**

*Motion by Ms. Gedansky, 2<sup>nd</sup> by Mr. Hurley to approve the minutes from June 08, 2015.*

**Vote unanimous (Ms. Urbano abstained)**

**Motion carried**

- B. **Special BOE meeting June 16, 2015 (enclosure)**

*Motion by Mr. Stirling, 2<sup>nd</sup> by Ms. Crocco to approve the minutes of the meeting of June 16, 2015.*

**Vote unanimous (Ms. Urbano, Ms. Cohen and Mr. Hurley abstained)**

**Motion carried**

9. **Public Comment - none**

10. **Student Report**

Mr. R. J. Kaoud, the new student representative, introduced himself and gave the Board a report regarding the new Senior Lounge and what he hopes to do as the liaison to the Board in 2015-2016.

11. **Update on report on teacher evaluation ratings 2014-2015 (enclosure)**

Dr. McPadden reported on the evaluation ratings as delineated in the enclosure. Questions by the Board members were answered by Dr. McPadden and Dr. Dumais.

12. **Technology report – network security update (enclosure)**

Mr. Sean Derosa presented his report as is in the packet. Questions were asked and answered.

13. **Correspondence – none.**

14. **Superintendent's Report**

- A. **Personnel Report – (enclosure)**

Dr. Dumais highlighted the new hires/returning staff on the personnel report.

- B. **Other**

Dr. Dumais spoke about the BOE goals that were being actively worked on even during the summer, as outlined in his report. Questions regarding the report were answered by Dr. Dumais.

15. **Chairman's Report -**

- A. **Committee Reports**

1. **ACES - none.**

2. **CABE – CABE hosted a conference attended by Mr. Blake, Ms. Cohen and Dr. Dumais.**

3. **Curriculum – The Curriculum Committee has not met.**

4. **Facilities – The Facilities Committee has not met.**

- A. **Facilities Department monthly report, June-July 2015 (enclosure)**

Questions regarding moisture incursions mentioned in the facilities report were answered.

- B. **Inspection reports – Amity Regional High School, Amity Middle School Bethany Campus and Amity Middle School Orange Campus (enclosure)**

5. **Finance**

- A. **Presentation and discussion of 2016-2017 budget calendar.**

Dr. Dumais highlighted the changes and new information on the 2016-2017 budget calendar.

There was discussion regarding the usefulness and cost of continuing to have referenda in each town versus a town meeting. This is addressed in the budget calendar as a decision to be considered by the Board on March 14, 2016.

- B. Presentation of Annual Report on reserve fund for capital and nonrecurring expenditures.**
- C. Discussion and possible action on recommended uses of 2014-2015 year-end available funds.** Mr. Levine presented his report and explained his recommended use of year-end funds. The recommended uses of the preliminary, unaudited fund balance are, as follows:
1. **\$854,350** – Return unspent fund balance
  2. **\$150,000** - Designated for the 2015-2016 budget
  3. **\$236,790** - Put into the Reserve Fund for Capital and Nonrecurring Expenses for the purpose of purchasing and installing a heat exchanger at Amity Regional High School.

The Finance Committee unanimously recommended putting \$175,000 in the OPEB Trust instead of \$351,000, so this would mean an additional approximately \$150,000 returned to the member towns. Mr. Stirling explained the thinking of the Finance Committee as they came to this decision and the concern regarding the confidence of member towns in funding the budget.

***Motion by Mr. Browe, 2<sup>nd</sup> by Ms. Russo to change the purpose of the \$57,950 in the Reserve Fund for Capital and Nonrecurring Expenses from 'Engineering study for fuel cell waste heat use at Amity Regional High School' to 'Purchase and installation of heat exchanger at Amity Regional High School'.***

Discussion followed regarding transferring this amount versus waiting until the Board has more information regarding the loans and grants that are assumed to be available to defray the cost of this project as well as perhaps putting the engineering cost out to bid. The consensus of the Board was that this would go back to the Facilities Committee.

***Motion by Ms. Russo to table the current motion, 2<sup>nd</sup> by Ms. Cardozo.***  
***Vote all in favor except for Mr. Browe opposed.***

**Motion carried**

***Motion by Mr. Stirling, 2<sup>nd</sup> by Ms. Cardozo to make the budget transfer of \$236,790 from accounts to be determined by the Director of Finance and Administration to account 05-15-000-5856 for the Reserve Fund for Capital and Nonrecurring Expenditures and designate these funds for the purchase and installation of a heat exchanger at Amity Regional High School.***

The motion was discussed and Mr. Stirling informed the Board of the rationale of the Finance Committee on this subject and their recommendation to make the transfer. There were questions and discussion regarding whether this amount of money will be needed. Dr. Dumais pointed out that the statement that unused funds go back to the towns is in his August 5<sup>th</sup> memo to Mr. Levine.

***Motion by Mr. Browe, 2<sup>nd</sup> by Ms. McCreven to amend the motion to include the stipulation that any excess funds from this amount be returned to the member towns as soon as possible.***  
***Vote in favor all except Mr. Hurley and Ms. Urbano opposed***

**Motion carried**

***Question called by the chair – Original motion with amendment: to make the budget transfer of \$236,790 from accounts to be determined by the Director of Finance and Administration to account 05-15-000-5856 for the Reserve Fund for Capital and Nonrecurring Expenditures and designate these funds for the purchase and installation of a heat exchanger at Amity Regional High School and that any excess funds from this amount be returned to the member towns as soon as possible.***

**Vote unanimous**

**Motion carried**

**Motion by Mr. Stirling 2<sup>nd</sup> by Mr. Browe to transfer \$175,000 from account number 05-15-2512-5255, Medical and Dental Insurance for the purpose of putting the funds into account number 05-15-0000-5860, OPEB Trust.**

Lengthy discussion followed with Mr. Stirling explaining the Finance Committee's recommendation and the feeling that this was a good compromise.

**Vote all in favor except Mr. Hurley opposed**

**Motion carried**

**Motion by Mr. Stirling, 2<sup>nd</sup> by Mr. Belfonti to return \$1,300,865 (214,636 to Bethany, 507,361 to Orange, and \$308,868 to Woodbridge) to member towns as delineated in Mr. Levine's memo to Dr. Dumais of August 5<sup>th</sup>.**

**Vote all in favor, Mr. Hurley opposed**

**Motion carried**

**D. Discussion and possible action on contracts of \$35,000 or more**

**1. Heat exchanger at Amity Regional High School - see item 5C, above.**

**2. Food service contract**

Dr. Dumais presented the amendment to the food service contract. It needs to be approved before school begins.

**Motion by Mr. Browe, 2<sup>nd</sup> by Ms. Crocco to approve the amendment to the contract as negotiated with Chart well and Amity Regional Schools and authorize the Superintendent to sign it .**

**Vote unanimous**

**Motion carried**

Mr. Stirling brought to the Board's attention that Amity District #5 was the recipient of the Malcolm Bainbridge state-wide award for innovative approaches in publicizing cost savings and making that part of the Amity culture.

**Motion by Ms. Cohen, 2<sup>nd</sup> by Ms. Crocco to transfer of \$28,648 from 02-14-2600-5620, Oil used for heating, to account 02-14-2600-5621, Natural Gas, to purchase natural gas for Amity Middle School – Orange Campus.**

**Vote unanimous, Ms. Urbano abstained**

**Motion carried**

**E. Discussion of monthly financial statements**

**1. Fiscal year 2014-2015**

**2. Fiscal year 2015-2016**

**F. Director of Finance and Administration-approved transfers under \$3,000**

**1. Fiscal year 2014-2015**

**2. Fiscal year 2015-2016**

**G. Discussion and possible action on budget transfers of \$3,000 or more**

**1. Fiscal year 2014-2015 - see item 5C above.**

**2. Fiscal year 2015-2016 – see item 5C above.**

**H. Other**

**1. Update on Micro Grid project and heating, ventilation and air-conditioning (HVAC) upgrades at Amity Middle School Orange Campus.**

Dr. Dumais stated that Amity is close to an agreement with UI with a probable conference call tomorrow.

**2. Update on financial audit**

Mr. Levine stated that this is close to completion (September) and thanked to Ms. Lumas and her staff for their excellent work.

**6. Policy****A. Policy 6146.2 Statewide Proficiency/Mastery Examinations – second read (Enclosure)**

Mr. Hurley and Dr. Dumais explained that this policy as presented takes Amity as far as it can go at this point with the information currently available from the state.

*Motion by Ms. Cohen, 2<sup>nd</sup> by Mr. Hurley to accept policy 6146.2 as amended.*

Vote unanimous

Motion carried

**B. Policy 7551 – Naming of Amity Facilities – first read (enclosure)**

Mr. Dumais explained that no changes were made to this policy. Lengthy discussion took place regarding the policy as presented by the Committee. There were questions regarding the idea that no time limit was set in the policy as presented. Mr. Hurley explained that the Committee was split 50-50 to vote for this policy with no time limit, so therefore no change was made. Since this is a first read, this policy will return to Committee for further revision to consider the question of time.

**C. Discussion of Board of Education Committee structure (enclosure)**

Mr. Hurley explained that there are several types of committees – committees-of-the-whole, state-defined committees and committees defined by the Board. For the purposes of Amity's Board, if there are 7 people on a Committee, this constitutes a meeting of the full Board. Possible solutions were presented and discussed.

After lengthy discussion, the Board consensus is to limit the number of committee members to 5, that the chair not be included to establish a quorum and that the chair can vote. This will go back to Policy Committee. Mr. Blake will work with Dr. Dumais to reassign members to make committees of 5 as a trial. This will be reviewed and implemented as a policy if it is deemed to be working well for the Board.

*Motion by Mr. Browe, 2<sup>nd</sup> by Ms. Cardozo to add item 7B to the Executive session.*

Vote unanimous

Motion carried

*Motion by Ms. Cohen, 2<sup>nd</sup> by Ms. Crocco to go into executive session on items 7A, B and C with Mr. Dumais invited to join the session for items 7 A and B.*

Vote unanimous

Motion carried

The Board adjourned to executive session at 9:40 pm.

**7. Personnel****A. Discussion of non-union salaries (executive session)****B. Discussion of para-educator tentative agreement****C. Discussion of superintendent's evaluation and superintendent's contract (executive session)**

Board returned from executive session at 10:30 pm.

**D. Possible action of non-union salaries**

*Motion by Mr. Hurley, 2<sup>nd</sup> by Ms. Cardozo to approve the superintendent's recommendation for non-union salaries.*

Vote unanimous, Ms. Urbano abstained

Motion carried

**E. Possible action on para-educator tentative agreement**

**Motion by Ms. Cohen 2<sup>nd</sup> by Mr. Browe to approve the para-educator tentative agreement.**

**Vote unanimous**

**Motion carried**

**F. Possible action on superintendent's evaluation**

**G. Possible action on superintendent's contract**

**Motion by Ms. Cohen, 2<sup>nd</sup> by Ms. Gednsky, to approve the proposed Superintendent's evaluation and contract 7C.**

**Vote unanimous**

**Motion carried**

**16. Items for next agenda – Please forward items for the next agenda to Mr. Dumais or Mr. Blake.**

**17. Adjournment**

***Motion by Ms. Cohen, 2<sup>nd</sup> by Ms. Crocco to adjourn at 10:35 pm.***

**Vote unanimous**

**Motion carried**

Respectfully submitted,

Ruth E. Natzel, Recording Clerk

Thomas Hurley, Secretary

***Five page attachment – "Amendment Number One"***

## AMENDMENT NUMBER ONE

THIS AMENDMENT NUMBER ONE, dated June 1st, 2015, is between the Amity Regional School District No. 5 ("SFA") and Compass Group USA, Inc. by and through its Chartwells Division ("FSMC" or "Chartwells").

WHEREAS, the SFA and Chartwells are parties to a certain agreement, dated July 1, 2014 ("Agreement"), whereby Chartwells manages the SFA's food service operation and facilities; and

WHEREAS, the parties now desire to amend the aforesaid Agreement;

NOW, THEREFORE, in consideration of the promises herein contained and for other good and valuable consideration, the parties hereto agree as follows:

1. Amendment of Article I, Section 1.3. Section 1.3 of the Agreement is amended by inserting the following: "The parties agree to exercise their right to renew the Agreement beginning July 1, 2015 and ending June 30, 2016."
2. Amendment of Article VI, Section 6.1 (C). Section 6.1 (C) of the Agreement is amended by deleting this section and replacing it with the following: "Chartwells Management Fee shall be a flat rate of One Thousand Nine Hundred and Eighty-Eight Dollars (\$1,988.00) per month for ten (10) months (September through June)."
3. Amendment of Article VI, Section 6.1 (D). Section 6.1 (D) of the Agreement is amended by deleting the first sentence and replacing it with the following: "Chartwells Administrative Fee shall be a flat rate of Seven Thousand Three Hundred and Seventeen Dollars (\$7,317) per month for ten (10) months (September through June)."
4. Amendment of Article VI, Section 6.3. Section 6.3 of the Agreement is amended by deleting the section in its entirety and replacing it with the following:

"Chartwells shall guarantee the food service program will generate a return of at least one hundred dollars (\$100) for the 2015-2016 academic year. Chartwells will reduce the Management and Administrative fees by the difference between the actual and guaranteed amount, but in no event shall the reimbursement obligation exceed the combined amount of the FSMC's Management and Administrative fees, set forth above. This amount is based on the following conditions and assumptions remaining in effect for the entire school year:

### CONDITIONS

- (i) Reimbursement rates for The National School Lunch and Breakfast program meals will not be less than the rates in effect for the prior school year;
- (ii) the value of government donated commodities and/or cash in lieu thereof will not be less than \$40,521 as the stated planned assistance level;
- (iii) the number of full service lunch days during the school year will not be less than 171 for middle school and 171 for high school;

- (iv) (iv) the number of serving periods, locations, serving times and types of service will not change materially;
- (v) (v) student enrollment for the term of the contract period will be not less than 2234 students;
- (vi) the selling prices of menu pattern meals will not be lower than \$2.80 for Middle School and \$2.80- \$4.10 for High Schools;
- (vii) A la carte selections will be not less than prior year and pricing is adjusted as proposed 3% increase
- (viii) FSMC shall not be responsible for lost revenue related to charged or humanitarian meals allowed by the SFA;
- (ix) Service will not be interrupted as a result of fire, work stoppage, strike or school closing;
- (x) revisions to the District's Wellness Policy, including CT Healthy Food Certification, will not reduce participation or increase costs..

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions."

5. Amendment of Article VI, Section 6.6. Section 6.6 of the Agreement is amended by deleting this section in its entirety and replacing it with the following:

Pursuant to the terms of the Agreement, Chartwells was to fund improvements to the SFA's premises to facilitate the performance of the food service program in an amount not to exceed Eighty Thousand Dollars (\$80,000). Sixty-Five Thousand Dollars (\$65,000) was to be amortized over a period of five (5) years calculated on a straight-line depreciation basis and was to be invoiced monthly to the SFA for the depreciation as an allowable cost of the operation. Fifteen Thousand Dollars (\$15,000) of the Investment was to be amortized below the line at Chartwells' expense over a period of five (5) years calculated on a straight-line depreciation basis. As of the date of this Amendment Number One, Chartwells has invested Eighty Thousand Dollars (\$80,000) (the "Investment"). Sixty-Five Thousand Dollars (\$65,000.00) of the Investment shall continue to be amortized on a straight-line depreciation through June 30, 2019 and shall be invoiced monthly to the SFA for the depreciation as an allowable cost of the operation. Twelve Thousand Three Hundred and Twenty-Five Dollars and Twenty-Two Cents (\$12,325.22) of the Investment shall continue to be amortized below the line at Chartwells' expense through July 31, 2019. No additional investments shall be made. An itemized list of equipment purchased with Investment monies is set forth below.

The SFA shall hold title to items funded by the Investment at the time they are purchased and/or installed at the SFA's facility. If this Agreement is terminated, expires or is not renewed for any reason prior to the full amortization of the Investment, the SFA shall promptly select one of the following options: (i) pay the full amount of the unamortized portion of the Investment immediately upon termination; (ii) retain any equipment or other items funded by the Investment and continue to make payment to the FSMC in accordance with the agreed upon monthly amortization schedule; or (iii) require the successor food



service management company to promptly pay the FSMC the unamortized portion of the investment in full and continuing to pay the remaining monthly amortization payments to such successor company instead of to the FSMC.

Equipment Purchased:

(1) SERVING COUNTER

Servtech (LAM) Model No. C-SERV Serving Counter \$6,852.49

(1) HOLDING BIN, HEATED SANDWICHES

Hatco Model No. GRSDH-30D \$2,201.65

(2) DECORATIVE LAMP

Hatco Model No. DL-775-RTL

(2) 120v/60/1-ph, 250 watt (Decorative lamp only) standard

(2) Black cord, standard

(2) B NICKEL I Bright Nickel plated finish

(C mount, CT mount, R mount and RT mount models only)

(2) WHITE-CTD-120 Lamp Bulb, 250 Watt clear, coated \$818.44

(1) SHELF, HEATED, DROP-IN

Hatco Model No. GRSBF-42-S

(1) 120v/60/1-ph, 1100W, NEMA 5-15P

(1) Thermostat control with lighted rocker switch, std. \$1,007.08

(1) STRAIGHT SNEEZE GUARD

Servtech (SPA) Model No. SG-STR Straight Sneeze Guard \$1,632.56

(1) DROP-IN COLD FOOD UNIT

Delfield Model No. N8143B \$2,970.20

(1) STRAIGHT SNEEZE GUARD

Servtech (SPA) Model No. SG-STR Straight Sneeze Guard \$1,632.56

(1) MERCHANDISER, OPEN

Turbo Air Model No. TOM-36-DX

2 year parts/labor & 5 yrs compressor warranty, standard

(1) SC-36-DXB Security Cover, optional accessory for TOM-36-DXB Open Display Case \$6,967.66

(1) CASHIER COUNTER

Servtech (LAM) Model No. C-CASH Slat-Wall Cashier Counter \$5,084.28

(1) STORE FRONT WALL

Servtech (SPA) Model No. STORE-WALL Store Front Wall \$9,060.00

(1) SLAT-WALL WITH HANGING BASKETS Servtech (LAM) Model No. SLAT-WALL Slat-Wall with hanging baskets	\$2,348.06
(1) DEPCON PACKAGE Denver Equipment Co of Charlotte Model No. DEPCON & LIGHTS DEPCON Package SPACE DEP-SLVR6 DEPCON Chase Section (6") - Silver (1) SPACE DEP-SLVR6-C DEPCON Section w/ Cover (6") - Silver (2) SPACE DEP-CONN6 DEPCON Connector (6") (5) SPACE DEP-MB6 DEPCON Mounting Bracket (6") (1) LIGHTS Pendant Lights (1) ADAPT Pendant Adaptors (1) B-75TF A19 Light Bulb - 75 Watt - Tough Coat (2) TRACK 8' Track for lights (1) TRACK-STARTER Starter track for lighting	\$1,367.92
PAINTING Denver Equipment Co of Charlotte Model No. PAINT Painting	\$4,192.20
DEMOLITION Denver Equipment Co of Charlotte Model No. DEMO Demolition, Non-Taxable Labor	\$1,676.88
TRUCK LINE Denver Equipment Co of Charlotte Model No. TRUCK Truck Line	\$2,515.32
ELECTRICAL Denver Equipment Co of Charlotte Model No. ELEC Electrical, Non-Taxable Labor	\$8,384.40
UNCRATE AND SET-IN-PLACE Denver Equipment Co of Charlotte Model No. LABOR Uncrate and Set-In-Place	\$6,288.30
<b>Total:</b>	<b>\$65,000.00</b>

Additional Equipment Purchased:

2 COLD PAN SERVING COUNTERS Vollrath Model No. 37075 2 No breath guards	\$9,646.20
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2 STATIONARY FOOD GUARDS

Vollrath Model No. 36303

\$1,408.02

2 TRAY SLIDES

Vollrath Model No. 37524-2-C Packed

\$1,271.00

Total:

\$12,325.22

6. Amendment of Article VI, Section 6.11. Section 6.11 of the Agreement is amended by deleting the section in its entirety. The FSMC shall not sponsor any scholarships for the SFA for the 2015-2016 school year.

This Amendment is effective July 1, 2015. All other terms and conditions contained in the original Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their duly authorized officers, all done the day and year first above written.

**AMITY REGIONAL SCHOOL  
DISTRICT NO. 5**

**COMPASS GROUP USA, INC. by and  
through its Chartwells Division**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Rhonna Cass

Title: \_\_\_\_\_

Title: President - Schools

Date: \_\_\_\_\_

Date: \_\_\_\_\_