

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

A regular meeting of the Amity Regional Board of Education was held on Monday, August 13, 2018 at 6:30 pm in the Board Presentation Room at 25 Newton Road, Woodbridge.

**BOARD MEMBERS PRESENT**

Chairperson Christopher Browe, Patricia Cardozo, Shannan Carlson, Paula Cofrancesco, Steven DeMaio, Carla Eichler, Amy Esposito, Thomas Hurley, and Sheila McCreven, and Diane Urbano

**BOARD MEMBERS ABSENT**

John Belfonti, Robyn Berke, Jennifer Turner

**STAFF MEMBERS PRESENT**

James Connelly, Theresa Lumas, Kathy Burke, Scott Cleary, Richard Dellinger, Shaun DeRosa, Peter Downhour, Kevin Keller, Anna Mahon, Marie McPadden

**1. Call to Order**

Chairman Browe called the meeting to order at 6:31 p.m.

**2. Pledge of Allegiance**

Recited by those present

**3. Approval of Minutes**

**a. Regular Board of Education Meeting, June 12, 2018**

*MOTION by Ms. McCreven, Second by Mr. Hurley, to accept the minutes as submitted  
VOTES IN FAVOR, 8 (DeMaio, Carlson, Cofrancesco, Eichler, Esposito, Hurley, McCreven, Urbano)  
ABSTAINED, 1 (Cardozo)  
MOTION CARRIED*

**b. Special Board of Education Meeting, July 9, 2018**

*MOTION by Ms. McCreven, Second by Ms. Esposito, to accept the minutes as submitted  
FRIENDLY AMENDMENT by Ms. McCreven, Second by Ms. Cardozo to table the vote  
VOTES IN FAVOR, 8 (DeMaio, Cardozo, Carlson, Cofrancesco, Eichler, Esposito, McCreven, Urbano)  
ABSTAINED, 1 (Hurley)  
MOTION CARRIED*

**c. Special Board of Education Meeting, July 16, 2018**

*MOTION by Mr. Hurley, Second by Ms. McCreven, to accept the minutes as submitted  
VOTES IN FAVOR, 6 (Carlson, Cofrancesco, Hurley, Cardozo, McCreven, Urbano)  
ABSTAINED, 3 (DeMaio, Eichler, Esposito)  
MOTION CARRIED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

**4. Public Comment**

None

**5. Board Member Recognition**

Chairperson Browe presented Tom Hurley with a 10-year pin for his service to the Amity Board of Education.

**6. Correspondence**

None

**7. Superintendent's Report**

**a. Personnel Report**

**b. Superintendent Report**

1. New Staff Orientation August 20, 2018 and August 21, 2018
2. Opening of School Convocation August 27, 2018
3. School Security Update
4. Staff Recruitment and Assignments (Executive Session is Anticipated)

*MOTION by Mr. Hurley, Second by Mr. DeMaio to move item 7b4 (Staff Recruitment and Assignments) to end of meeting immediately before Item 10 (Adjournment)*

*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

5. Back to School Events

**8. Chairman's Report**

1. ACES
2. Ad Hoc School Safety
3. Ad Hoc Shared Services
4. CAFE
5. Curriculum
6. District Health and Safety
7. District Technology

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

**8. Facilities**

**9. Finance**

- a. **Presentation and Discussion of 2018-2019 Budget Calendar**
- b. **Presentation of Annual Report on Reserve Fund for Capital and Nonrecurring Expenditures**
- c. **Discussion and Possible Action on Setting a District Meeting to appropriate funds to Capital and Nonrecurring**

*MOTION by Ms. Esposito, Second by Ms. Urbano to direct the Administration to proceed in planning of a District Meeting to appropriate up to 1% (\$484,391) of the 2017-2018 operating funds to the Capital and Nonrecurring Account. The meeting date will be presented at the regularly scheduled September Board Meeting and in accordance with statutory guidelines.*

*VOTES IN FAVOR, 7 (Carlson, Cofrancesco, Eichler, Esposito, Cardozo, McCreven, Urbano)*

*ABSTAINED, 2 (DeMaio, Hurley)*

*MOTION CARRIED*

- d. **Discussion of Monthly Financial Statements**
  - i. **Fiscal Year 2017-2018**
  - ii. **Fiscal Year 2018-2019**
- e. **Director of Finance and Administration Approved Transfers Under \$3,000**
  - i. **Fiscal Year 2017-2018**
- f. **Discussion and Possible Action on Budget Transfers of \$3,000 or More**
  - i. **Fiscal Year 2018-2019**

*MOTION by Ms. Cardozo, Second by Ms. Cofrancesco to approve the following budget transfer to record the lease purchase of mobile devices approved in June, 2018 in the proper account:*

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FROM</b>	<b>TO</b>
05-14-2350-5730	Equipment – New	\$55,995	
05-14-2350-5330	Professional Technical Services		\$55,995

*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

**10. Personnel**

Dr. Joseph Erardi, JE Consulting, presented the Community Profile/Community Engagement memo dated August 13, 2018 (enclosure)

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

**11. Policy**

**a. First Read**

1. Adopt

- Bylaw 9120 (Existing)

*MOTION by Ms. McCreven, Second by Ms. Urbano to table First Read until legal counsel reviews this bylaw*

*FRIENDLY AMENDMENT by Ms. McCreven, Second by Ms. Urbano to add the role of caucus*

*VOTES IN FAVOR, 2 (McCreven, Urbano)*

*VOTES OPPOSED, 4 (DeMaio, Cofrancesco, Eichler, Hurley)*

*ABSTAINED, 3 (Carlson, Esposito, Cardozo)*

*MOTION FAILED*

- Policy 2131 (Existing)
- Policy 2131.1 (New)
- Policy 2151 (Existing)
- Policy 2200 (New)
- Policy 2210 (Existing)
- Policy 2221 (Existing)
- Policy 2230 (New)
- Policy 2240 (Existing)
- Policy 2250 (New)
- Policy 2300.1 (Existing)
- Policy 2400 (Existing)

2. Considered but not Added

- Policy 2132 (New)
- Policy 2133 (New)
- Policy 2133.12 (New)
- Policy 2134 (New)
- Policy 2135 (New)
- Policy 2136 (New)
- Policy 2137 (New)
- Policy 2140 (New)
- Policy 2141 (New)
- Policy 2152 (New)
- Policy 2153 (New)
- Policy 2154 (New)
- Policy 2224 (New)
- Policy 2231 (Existing)
- Policy 2232 (New)
- Policy 2232.1 (New)
- Policy 2234 (New)

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

- Policy 2300 (New)
- Policy 2300.2 (New)

**b. Second Read**

1. Adopt

- Policy 2000 (Existing)

*MOTION by Ms. Urbano, Second by Ms. Esposito to approve Policy 2000 as submitted*  
*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

- Policy 2000.1 (New)

*MOTION by Ms. McCreven, Second by Ms. Cardozo to table Policy 2000.1*

*VOTES IN FAVOR, 2 (Cardozo, McCreven)*

*VOTES OPPOSED, 4 (DeMaio, Carlson, Cofrancesco, Hurley)*

*ABSTAINED, 3 (Eichler, Esposito, Urbano)*

*MOTION FAILED*

*MOTION by Mr. Hurley, Second by Mr. DeMaio to approve Policy 2000.1 (pages 172-183 of meeting packet)*

*VOTES IN FAVOR, 4 (DeMaio, Cofrancesco, Eichler, Hurley)*

*VOTES OPPOSED, 3 (Esposito, Cardozo, McCreven)*

*ABSTAINED, 2 (Carlson, Urbano)*

*MOTION CARRIED*

- Policy 2100 (Existing)
- Policy 2111 (New)
- Policy 2112 (Existing)
- Policy 2120 (New)
- Policy 2121 (Existing)
- Policy 2130 (Existing)

*MOTION by Ms. Esposito, Second by Ms. Carlson to approve Policies 2100, 2112, 2121, and 2130 as submitted*

*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

*MOTION by Ms. Esposito, Second by Ms. Eichler to approve Policy 2111*

*VOTES IN FAVOR, 9 (unanimous)*

*MOTION CARRIED*

*MOTION by Ms. Carlson, Second by Mr. Hurley to approve Policy 2120*

*VOTES IN FAVOR, 2 (DeMaio, Hurley)*

*VOTES OPPOSED, 7 (Carlson, Cofrancesco, Eichler, Esposito, Cardozo, McCreven, Urbano)*

*MOTION FAILED*

AMITY REGIONAL SCHOOL DISTRICT NO. 5 BOARD OF EDUCATION  
AUGUST 13, 2018 REGULAR MEETING MINUTES

2. Considered but not Added

- Policy 2001 (New)
- Policy 2001.1 (New)
- Policy 2010 (New)
- Policy 2110 (New)

9. Items for the Next Agenda

None

7. Superintendent's Report (continued from earlier in meeting)

b. Superintendent's Report

4. Staff Recruitment and Assignments (Executive Session is Anticipated)

*MOTION by Ms. Carlson, Second by Mr. Hurley to enter Executive Session and invite Mr. Connolly*  
*VOTES IN FAVOR, 9 (unanimous)*  
*MOTION CARRIED*

*Entered Executive Session at 9:15 p.m.*  
*Exited Executive Session at 9:30 p.m.*

10. Adjournment

*MOTION by Mr. DeMaio, Second by Mr. Hurley, to adjourn the meeting*  
*VOTES IN FAVOR, 9 (unanimous)*  
*MOTION CARRIED*

Meeting Adjourned at 9:35 p.m.

Respectfully submitted,

Pamela Pero  
Recording Secretary

# JE Consulting

*Making a Difference One  
Student at a Time*

To: Region 5 Hiring Committee – Superintendent of Schools

From: Dr. Joseph Erardi – JE Consulting

Re: Community Profile / Community Engagement

Date: August 13, 2018

*JE  
8/13/18*

## Engagement and Collection of Information

JE Consult ascertained data by holding 14 focus meetings (one-on-one, small group, elected officials, administration, staff, board members, and community forums) and by synthesizing information which was gleaned from over 120 R5 members who participated in the online survey. In summary, the findings listed below represent the contribution and opinion from staff, parents, board of education members, the office of the first selectmen, and community members.

## Findings

The Region 5 community has prioritized the following skills as essential needs for the new superintendent:

1. A superintendent who is experienced and confident as an effective **communicator** to all stakeholders;
2. A superintendent who understands **teaching and learning** and one who thinks **strategically** for 7-12 students;
3. A superintendent who has a **collaborative and approachable leadership style** and one that will work closely and effectively with all levels within the organization;
4. A superintendent who **understands the subtle difference between wants and needs** and one who can provide the necessary resources for all learners;
5. A superintendent who understands and embraces **complex learners**.

The Region 5 community has prioritized the following character traits as essential needs for the new superintendent:

1. **Trust**
2. **Approachable and Personable**
3. **Problem Solver**
4. **Intelligence**
5. **Honesty**
6. **High Personal and Professional Standards / Common Sense / Sense of Humor / Ethical**

Dr. Joseph V. Erardi, Jr.  
36 Bellemeadow Drive | Watertown, CT 06795  
erardij@gmail.com | 203-598-6986

Those who participated in the data collection believe that the greatest **success** within the Region 5 district is:

1. The **ownership and pride that each community** takes in their local (PK-6) school and their regional (7-12) commitment to all children;
2. The **student** who leaves the region with an experience that has prepared the learner for success beyond AHS;
3. The **staff** (defined as all layers within the organization) who work tirelessly for all children;
4. The **parents and community** who support the region;
5. The ability to offer a **personalized learning** experience to all students.

Those who participated in the data collection believe that the greatest **challenge** within the region is:

1. Three well-meaning communities making every decision that is **best for children**;
2. To maintain the level of excellence within the region due to the turbulent **fiscal** picture of both state and federal dollars;
3. To fully understand the individual needs of every child; in particular, children with **specialized programming**;
4. The needed attention when students **transition** from their local school to the regional middle school / high school;
5. To maintain the present **standard of excellence** which showcases the region as one of the top performing districts in the country.

In addition, those who participated in the focus groups and those who shared additional comments on the survey believe the following is important for committee consideration within the hiring process:

- The new superintendent should go on a lengthy **listening and learning tour** before recommending any regional change;
- The new superintendent should be an exemplary **instructional leader** with a proven record of student success;
- The new superintendent should **be visible** within the school community and the community-at-large;
- The new superintendent should understand the **unique challenges that confront a regional school district**;
- The new superintendent must have knowledge around **all aspects of fiscal responsibility**;
- The new superintendent should consider an every day **open door policy** for both staff and community;
- The new superintendent must be able to **retain, lead, and inspire the present R5 staff**;
- The new superintendent understands and embraces all aspects of co-curricular student opportunities **including the arts and athletics**;
- The new superintendent is clear, concise, and detailed with **communication** to all stakeholders;
- The new superintendent embraces **parents, students, staff, and community as partners**.