

MINUTES

AMITY BOARD MEMBERS PRESENT: Julie Altman, William Blake, Diane Crocco, John A. Grasso, Jr., Rita Gedansky, Thomas Hurley, James Stirling, Tracey Lane Russo

AMITY BOARD MEMBERS ABSENT: Christopher Browe, Patricia Cardozo, Sue Cohen, Steven DeMaio, James Horwitz

Staff Members Present: Charles Britton, Sal Coppola, Richard Dellinger, Kathleen Fuller Cutler, Kevin Keller, Jack Levine, Marianne Lippard, Paul Mengold, Michael Nast, Mary Raiola

Also Present: Stanley Gedansky, coaches, members of the 2013 baseball team and their families; other members of the Public

A regular meeting of the Amity Regional Board of Education was held on Monday, August 12, 2013 at 6:30 p.m. in the cafeteria of Amity Regional High School.

1. **Call to Order:** William Blake called the meeting to order at 6:39 p.m.
2. **Pledge of Allegiance** was recited by those present.
3. **Recognition of Coaches and Players of the 2013 Class LL State Championship Baseball Team**

Mr. Mengold welcomed the coaches and players responsible for the 2013 Class LL State Championship. He noted that the coaches served as outstanding role models to help the players reach their maximum potential. This team was ranked #1 in a preseason poll, which for a lot of teams can seem more like a jinx. This team had a strong bond.

He invited Dr. Britton and Coach Coppola to join him at the podium to help introduce the team members and hand out plaques. Mr. Mengold thanked the Board for the support and being able to present these plaques tonight. He also thanked Dr. Britton for his support. He presented Mr. Coppola, an alumnus of the program, with a plaque, noting that the coach brought what he learned back to Amity. This is Mr. Coppola's third State Championship. Mr. Coppola introduced his assistant coaches and each player, who he added are both great students and athletes.

Mr. Nast said that he talked to Dr. Brady prior to tonight's meeting and he also wanted to pass along his good thoughts and congratulations, and he and Dr. Brady wanted to thank the parents for supporting these players.

The Board took a break from 6:55 p.m. until 7:01 p.m.

4. Approval of Minutes

a. Regular BOE Meeting, June 10, 2013

Motion to approve the minutes as presented (Ms. Crocco, 2d Ms. Gedansky).

Vote in favor: Julie Altman, Diane Crocco, John A. Grasso, Jr., Rita Gedansky, James Stirling, Tracey Lane Russo

Vote opposed: none

Abstain: Thomas Hurley

Motion passed.

b. Special BOE Meeting, June 18, 2013

Motion to approve the minutes as presented (Ms. Crocco, 2d Ms. Gedansky).

Vote in favor: Diane Crocco, Rita Gedansky, James Stirling

Vote opposed: none

Abstain: Julie Altman, John A. Grasso, Jr., Thomas Hurley, Tracey Lane Russo

Motion passed.

5. Public Comment

No members of the public addressed the Board.

6. Superintendent's Report

a. Personnel Report

Mr. Nast thanked the Board for having him as part of the team here at Amity. He noted that a new District Technology Coordinator has been hired. He is an Amity graduate. Mr. Nast noted that the rest of the information is contained in the Personnel Report contained in the information packet distributed to the Board.

b. Announcements and Correspondence from the Board and Administration

Mr. Blake welcomed Mr. Nast and noted that this is the third time he has worked for the District and he did a great job while he was here previously.

c. Discussion and Possible Action Regarding the Amity Region No. 5 Evaluation Plan

Mr. Blake noted that a copy of the evaluation plan is enclosed in the Board of Education packet. Mr. Nast said that action is needed to accept the plan. Mr. Nast noted that he is excited to go forward with the next step.

Motion to accept the plan (Mr. Hurley, 2d Ms. Gedansky).

Discussion: Mr. Stirling questioned how the District can accomplish completing the evaluations.

Mr. Nast said that it is a challenge. Administrators are attending eight days of training.

Dr. Dellinger said that he is halfway through the eight-day training and there have been discussions about streamlining the administrative functions. We are looking at ways to streamline processes to make them as efficient as we

can. Dr. Dellinger noted that the High School will have more of a challenge in getting this done.

Mr. Nast said that the administration is also looking at what other districts are doing. A plan is being developed and it will be provided for the next Board meeting.

Vote in favor unanimous.

Motion passed.

Mr. Blake said that he appreciates the spirit of collegiality and the Board appreciates the hard work.

d. Other

Mr. Nast said that he would like to thank everyone who has been exceptionally helpful and welcoming during his first six weeks back at Amity.

Mr. Nast noted that the District is applying for a grant. Much work has been done and he would like to get the Board's approval to move forward with this grant.

Lisa Lassen, the District Technology Facilitator, is working to get a grant to get the network and devices ready for the federal Common Core testing. There is much left to do to prepare. The grant proposal needs to be submitted by Friday.

Motion to move forward with grant (Mr. Hurley, 2d Ms. Crocco).

Mr. Nast explained that the reason for the short notice was that this was just presented to him this morning.

Vote in favor unanimous.

Motion passed.

Mr. Nast said that information about standardized tests has just been received and principals are digesting this information. This information will be presented at the September Board meeting.

Regarding the alumni survey, the administration expects to recommend a consultant by the spring.

He hasn't done much yet with the enrollment analysis.

Mr. Nast invited the Board to a breakfast on August 29th in the cafeteria at Amity High School.

Mr. Nast said that he doesn't intend to add any new initiatives to the goals. We are looking at what is happening in the classroom and how we can make it better. He expects to recommend a delayed opening at the High School for a

meeting with teachers. The timing is better for teachers and high school students will get the chance to sleep in. The schedule for the day would be similar to a weather-related delay. The students return on Tuesday, September 3, 2013.

7. Acceptance of Gift

Michael Leibowitz has offered to donate some shelving and the Cable Advisory Council Area 2 has offered to donate a gift to support the school's channel.

Mr. Blake said that he has heard that the shelving being donated will fit right in with our needs.

Motion to accept Mr. Leibowitz' gift (Mr. Hurley, 2d Mr. Stirling).

Vote in favor unanimous.

Motion passed.

Motion to accept gift from the Cable Advisory Council Area 2 (Mr. Hurley, 2d Ms. Crocco).

Vote in favor unanimous.

Motion passed.

Mr. Blake extended gratitude to Mr. Leibowitz and the Cable Advisory Council Area 2 for their generosity.

8. Chairman's Report

a. Committee Reports

1. ACES – There was no report.
2. CABA – Mr. Stirling invited the Board to make time to go to CABA meetings to meet other superintendents and board members who have been through the search process, and possibly even meet potential candidates for the superintendent's position. The meetings are also helpful for learning more about implementation of the Common Core.
3. Curriculum - Ms. Altman noted that the Curriculum Committee had a meeting on July 17th and some textbooks were approved. The Committee also responded to a parent complaint. The minutes from this meeting are available.

Ms. Russo asked how the complaint was resolved. Ms. Altman said that the complaint was reviewed thoroughly and reports from Dr. Britton and Dr. McPadden were addressed. The parent involved had an opportunity to speak further. The Committee agreed to continue to with the instruction that has been in place for several years and the film in question will continue to be used. The Committee was in unanimous agreement. Ms. Russo said that although she wasn't at the meeting, she supports the decision.

4. Facilities – Mr. Blake noted that there was a meeting of the Facilities Committee and information about that meeting will be discussed under the topic of Finance.
5. Finance

- a. Amendment to May 21, 2013 Resolution Approving Submission of Artificial Turf Appropriation and Borrowing Authorization to Referendum

Mr. Nast noted that state statute requires that the referendum be held for a longer period of time than previously decided. The voting time approved previously for the September 24, 2013 referendum must be changed. According to Connecticut General Statute, 10-47c, the voting time must be from 6:00 a.m. to 8:00 p.m. The Amity Board of Education had voted to hold the vote from 12:00 p.m. to 8:00 p.m. Mr. Stirling noted that the Amity Finance Committee considered this earlier this evening and voted unanimously to change the time.

RESOLVED, that the resolution adopted by the Board of Education on May 21, 2013 regarding the submission to referendum of the appropriation and bond and temporary note authorization for the artificial turf field in the towns comprising Regional School District Number 5 be amended to provide that such referendum be held between the hours of 6:00 A.M. and 8:00 P.M. (Mr. Hurley, 2d Ms. Russo).

Vote in favor unanimous.

Motion passed.

- b. Responses to Questions from Prior Meeting

Information in response to questions from a previous meeting is detailed in a memo dated July 12, 2013 from Mr. Levine to Mr. Nast. Ms. Russo said that she raised questions about the snow removal, ice control and sanding services and appreciated the information provided in the memo.

- c. Discussion and Possible Action Regarding Vanguard Short-Term Inflation-Protected Securities Index Fund

Mr. Blake noted that this involves changing part of the investment structure, which the Board is responsible for. Mr. Levine said that this change takes away part of the risk. The Amity Finance Committee felt that this was a good idea.

Mr. Stirling said that he was impressed that this was brought to our attention to protect our investments.

Motion to replace TIPS Fund with Short-Term TIPS Fund (Mr. Stirling, 2d Ms. Gedansky).

Vote in favor: Julie Altman, Diane Crocco, John A. Grasso, Jr., Rita Gedansky, James Stirling, Tracey Lane Russo

Vote opposed: none

Abstain: Thomas Hurley

Motion passed.

- d. Discussion and Possible Action on Contracts of \$35,000 or More Air Handler Replacement

Mr. Levine noted that Ms. Lumas and the finance staff are very close to closing the books. Mr. Saisa has reported that the air handler that serves the

District Offices has failed and is beyond its useful life. On June 24, 2013, the blower motor housing and supports failed and caused significant damage to the unit. The unit provides all tempered fresh air to this space. This particular unit had been in the five-year capital improvement forecast for replacement during the summer of 2013, but was pushed out a year to limit the budget impact for 2013-2014 in hopes it would last another year. It did not. The air handler was working at 100% each day during the heat wave and essentially came apart. The welds that hold the blower motor assembly together failed and the blower motor flew off of its mounting. Our maintenance staff was able to cobble it together with fine ingenuity, but it will not last and needs to be replaced before the winter hits. If it fails during winter months, we run the risk of freezing up the building as warm air will not be able to be distributed to keep the sprinkler and domestic water pipes from freezing.

Mr. Levine asked vanZelm to help with an “educated” budget price to facilitate the replacement of the unit. The cost including all of the engineering, bid specification preparation, construction, and construction supervision is \$177,494. VanZelm prepared the cost estimate free of charge. The engineering and structural analysis needed to design the project will commence immediately if funding is approved for this project. Mr. Levine recommends we move forward with the replacement of the air handler for the District Office complex so the installation can take place mid-fall, prior to the cold weather season.

Mr. Levine noted that year-end funds will likely be available. Leftover funds are available from special education and salaries, and FEMA funds can go toward this expense. If the estimate is beyond what will be used, money can be re-designated to the towns at a later date.

The air handler has been pushed past its limit. The office had to be closed during the recent hot weather. If pipes start freezing, there will be major problems. Mr. Levine noted that the District has finished the year with money leftover because less money was spent for special education than was budgeted. It was unclear how much FEMA money would be available and the budget was conservative. In order to move forward, some year-end funds would need to be moved to the Capital Reserve. If this can be put out to bid, we can get this done soon. There is approximately \$30,000 in contingency, if all of the money isn't used, it can be returned to the towns. Mr. Levine recommended that the money come from year-end funds.

Move to transfer \$177,494 of the 2012-2013 available funds to the Reserve Fund for Capital and Nonrecurring Expenditures for the replacement of the air handler for the District Office complex (Mr. Hurley, 2d Ms. Gedansky).

Discussion:

Mr. Hurley asked for a review of the end-of-year financial picture. Mr. Levine discussed the projected figure, noting that approximately \$309,000 would go to the member towns.

Mr. Stirling noted that the Facilities Committee looked into what would happen if we didn't move forward with this project. The Facilities Committee voted unanimously in favor of this. The Finance Committee also voted in favor. It was the feeling that we shouldn't give back money only to take it back at a later time.

Ms. Russo questioned the bid process. Mr. Levine said that this can be put out to bid. Money needs to be set aside now. He believes the amount presented to the Board will be enough. He hopes that the bids will come in for less.

Mr. Nast said that it is hoped that this project can be completed in October.

Vote in favor unanimous.

Motion passed.

Ice Rink Rental

The District has a one-year license agreement with Bishop Rinks, LLC d/b/a The Rinks of Shelton to provide ice rental time for Amity's Girls' Hockey Team at \$250 per hour for practices and \$400 per hour for games. The estimated annual cost is \$25,000 to \$27,000. The Boys' Hockey Team uses the West Haven facilities, which does not have availability for the Girls' program. The 2013-2014 hourly rates at the West Haven facilities will be \$375 for practice and \$750 for games. The one-year license agreement needed to be signed in June 2013 in order to secure ice time for the upcoming season.

Mr. Levine noted that Athletic Director Paul Mengold would like to "lock-in" an agreement for five years. The hourly rate for practices would increase from \$250 in 2013-2014 to \$330 in 2017-2018; and the hourly rate for games would increase from \$400 in 2013-2014 to \$480 in 2017-2018. Mr. Levine would like authorization for a five-year agreement.

Mr. Stirling noted that the District is required to expand the Girls' Ice Hockey. This is a better deal than what is offered in West Haven.

Move to authorize the Director of Finance and Administration to sign a four-year license agreement commencing with the 2014-2015 ice season and ending with the 2017-2018 ice season, at the hourly ice rental rates for practices of \$270, \$290, \$310, \$330, respectively, and the hourly ice rental rates for games of \$420, \$440, \$460, \$480, respectively (Ms. Russo, 2d Mr. Grasso).

Discussion:

Mr. Levine said that Mr. Mengold was able to get ice time in Shelton for less than what we have been paying in West Haven. We would like to lock in the lower rates for five years.

Mr. Hurley questioned whether the money is needed ahead of this schedule. Mr. Levine said that it isn't.

Mr. Stirling questioned whether we have enough participants to justify a five-year contract. He asked what would happen if we lose the team in a couple of years due to reduced participation.

Mr. Levine said that there isn't anything in the contract that states that there is a minimum amount.

Ms. Russo questioned how the contract benefits the Shelton rink.

Mr. Levine said that the benefit is that the Shelton rink has locked in a definite user. There is nothing in the contract that states that Amity has to have a team.

Mr. Blake said that interest in this team has grown and we are happy about that.

Vote in favor unanimous.

Motion passed.

e. *Discussion of Monthly Financial Statements*

1. *Fiscal Year 2012-2013*

2. *Fiscal Year 2013-2014*

Mr. Levine noted that the claims for the self-insurance were very high in July. We're in our second year of self-insurance and we are going to see swings up and down. Currently, special education expenses are under budget, however, potential high cost situations exist.

Ms. Altman questioned the different rates of participation in the school lunch program between Orange and Bethany. Mr. Levine said that there are opportunities to increase participation in Orange. Ms. Russo said that she believes the school lunches in the lower grades are to blame, as families aren't happy with the lunches and get used to sending lunch from home.

f. *Director of Finance and Administration Approved Transfers Under \$3,000*

1. *Fiscal Year 2012-2013* – There was no discussion.

2. *Fiscal Year 2013-2014* – There was no discussion.

g. *Discussion and Possible Action on Budget Transfers of \$3,000 or More*

1. *Fiscal Year 2012-2013*
2. *Fiscal Year 2013-2014*

Mr. Levine said that when Rocco Palmieri left, the District had to hire a consulting firm to help. Mr. Levine requested a budget transfer of \$7,750. During the transition to fill the vacant District Technology Coordinator position, Dr. Brady authorized hiring TBNG Consulting of West Haven. During July, the firm spent 50.5 hours helping with PSIS reporting and network consulting. We plan to use this firm only periodically as needed. A budget transfer request for \$7,750 UNF has been made to pay TBNG Consulting for services rendered in July. The funding will come from the savings realized from the vacancy in the District Technology Coordinator position. Mr. Keller has been helping out a great deal, basically running the department. The consultants are no longer needed.

Move to make the following budget transfer to pay \$7,750 to TBNG Consulting of West Haven for technology consulting services (Ms. Russo, 2d Mr. Hurley).

<u>Account Number</u>	<u>Account Name</u>	<u>From</u>	<u>To</u>
05-14-2350-5112	Classified Salaries	\$7,750	
05-14-2310-5330	Other Prof. & Tech. Svcs.		\$7,750

Vote in favor unanimous.

Motion passed.

Mr. Blake thanked Mr. Keller for his efforts to help keep the department running effectively.

6. Policy – There was no discussion.
7. Personnel – There was no discussion.

9. Items for the Next Agenda

Mr. Blake noted that the next meeting is on Monday, September 9, 2013. He encouraged Board members to come to the breakfast on August 29th. He asked Board members with anything to add to the next agenda to contact him or Mr. Nast.

10. Adjournment

Motion to adjourn the meeting at 7:50 p.m. (Ms. Gedansky, 2d Ms. Crocco).

Motion passed; meeting adjourned.

Respectfully submitted,

Marianne Lippard, recording clerk
Rita Gedansky, secretary

References/Attachments:

Minutes: Regular Board of Education Meeting, June 10, 2013
Special Board of Education Meeting, June 18, 2013

Reports: Amity Regional School District No. 5, Budget Transfers 2012-2013
Amity Regional School District No. 5, Revenues and Expenditures for FY 2012-2013
Amity Regional School District No. 5, Revenues and Expenditures for FY 2013-2014
Amity Regional School District No. 5, Budget Transfers 2013-2014
Amity Regional School District No. 5, Year-to-Date Budget Report
Amity Regional School District No. 5 Executive Summary – Second Quarter 2013
Amity Regional School District No. 5 Year-to-Date Budget Report, 8/7/13

Memos: Jack B. Levine to Michael Nast (7/12/13) re: Responses to Questions from Prior Meeting
Jack B. Levine to Michael Nast (8/2/13) re: Budget Transfers of \$3,000 or More for Fiscal Year 2012-2013
Jack B. Levine to Michael Nast (7/16/13) re: Award of Contract of \$35,000 or More
Jack B. Levine to Michael Nast (7/23/13) re: Budget Transfers of \$3,000 or More for Fiscal Year 2013-2014
Jack B. Levine to Michael Nast (8/2/13) re: Amending Resolution for Artificial Turf Appropriation and Borrowing Authorization to Referendum
Mike Goss to Jack Levine (6/14/13) re: Vanguard Short-Term Inflation-Protected Securities Index Fund

Misc.: Vanguard, The Long and Short of TIPS