

MINUTES

BOARD MEMBERS PRESENT: Ms. Robyn Berke, Mr. Christopher Browe, Ms. Sue Cohen, Mr. Steven DeMaio, Ms. Amy Esposito, Mr. Thomas Hurley, Ms. Tracey Russo, Ms. Sheila McCreven, Mr. James Stirling and Ms. Diane Urbano.

BOARD MEMBERS ABSENT: Chairman William Blake, Mr. John Belfonti and Ms. Patricia Cardozo.

Staff members present: Dr. Charles Dumais, Mr. Jack Levine, Ms. Terry Lumas, Mr. Ernie Goodwin, Mr. Bob Orgavan, Mr. Thom Jacobs, Mr. John Faitsch, Dr. Marie McPadden, Ms. Mary Raiola and Ms. Anna Mahon.

Also present: Mrs. Ruth Natzel, Mr. R. J. Kaoud and other members of the public.

A regular meeting of the Amity Regional Board of Education (BOE) was held on Monday, April 11, 2016 at 6:30 pm in the cafeteria at the Amity District Offices.

- 1. **Call to Order:** Vice-Chairman Tracey Russo called the meeting to order at 6:30 pm.
- 2. **Pledge of Allegiance** was recited by those present.
- 3. **Presentation of awards to the Amity Boys Cross Country Team State Champions**

Motion by Mr. DeMaio, 2nd by Mr. Browe asked that the awards presentation be moved back on the agenda to after #6, the Student Report.

Vote unanimous

Motion carried

4. **Approval of minutes.**

- A. Regular BOE Meeting March 14, 2016 (Enclosure)

Motion by Ms. Cohen, 2nd by Mr. Hurley to approve the minutes.

Two corrections were noted (name to be deleted and letter added to another name); corrections made and minutes re-submitted.

Vote unanimous

Motion carried

- B. Special BOE Meeting, March 28, 2016 (Enclosure)

Motion by Ms. Cohen, 2nd by Mr. Hurley to approve the minutes.

One correction noted (letter added to one name); minutes corrected and re-submitted

Vote unanimous

Motion carried

- C. Public District Hearing, April 4, 2016 (Enclosure)

Motion by Ms. Cohen, 2nd by Mr. Hurley to approve the minutes.

Vote all in favor with 2 abstentions (Mr. DeMaio and Mr. Stirling)

Motion carried

5. **Public Comment** – none.

6. **Student Report**

Mr. R. J. Kaoud gave an update on events at Amity High School, Amity Middle School Bethany Campus, and Amity Middle School Orange Campus over the past month, as well as informing the Board of upcoming events. Highlights included:

Amity High School: the beginning of spring sports at the high school; the play Into the Woods; internship programs for seniors are ready to go; student government is planning for spring student events; junior and senior class councils are

working on their respective proms; the cafeteria is piloting extended hours for the benefit of the students and in response to the “no food in the classrooms” rule; Math Team placed 3rd in the State and will compete for the opportunity to move on to national competition; five students are participating in the All-State Music Festival. Orange Middle School: St. Baldrick’s fundraiser taking place tonight.

Bethany Middle School: Smoke stoppers program held last week; Nature’s Classroom program is going on this week for grade 7; trip to Washington D.C. coming up.

At this point in the meeting, Coach Orgavan had not arrived; the Board continued to move forward with the agenda and will come back to the awards presentation once Coach Orgavan is present.

Ms. Berke and Ms. Urbano arrived at 6:40 pm

7. Correspondence (enclosures, 2)

Dr. Dumais informed the Board that a letter was received from the mother of a 16-year-old student in Derby. This male student was working in the restaurant where the Amity High School wrestling team stopped to eat. The young man came home and told his mother that the Amity students were “the most respectful bunch of kids that I’ve ever met.”

Mrs. Pua Ford wrote a letter with comments regarding the budget, as she was unable to attend the public hearing.

8. Discussion and Possible Action on Setting Graduation Date – June 15

Dr. Dumais recommended that graduation be set for June 15th, 2016.

Motion by Mr. Hurley, 2nd by Ms. Berke that the Board set the date for graduation on June 15, 2015 as per the Superintendent’s recommendation.

There was some discussion regarding whether or not graduation should always be on a Friday for the sake of consistency as well as what would happen on the outside chance there would be another snow day. Dr. Dumais explained the requirements per State statute.

Vote unanimous

Motion carried

9. Discussion and Possible Action on Recommendation for Appointment of Candidate for Director of Finance and Administration .

Motion by Mr. Hurley, 2nd by Ms. Cohen to move this item to the end of the meeting, after item #11, because it will require the Board to be in Executive Session.

Vote unanimous

Motion carried

10. Superintendent’s Report

A. Personnel Report – (enclosure, pages 15 and 16)

Dr. Dumais detailed the new hires (5) and resignations (2) on his personnel report.

B. Other - none.

Coach Orgavan arrived at this point in the meeting, so the Board moved to item #3 on the agenda.

3. Presentation of awards to the Amity Boys Cross Country Team State Champions

Mr. Goodwin recapped the boys cross country season and noted that this is the 2nd year in a row that the team has won the State Championship title. Mr. Goodwin introduced the 3 coaches, Mr. Orgavan, Mr. Jacobs and Mr. Faitsch. Mr. Orgavan spoke about the team and noted that Amity is one of only a few schools that recognizes their athletic teams in

this manner. The names of all the team members were read by Mr. Goodwin and plaques were presented by Mr. Orgavan, Mr. Jacobs, Mr. Faitsch, Dr. Dumais, Ms. Mahon and Ms. Russo. The students were applauded for their achievement by all those present.

Ms. Russo announced a 5-minute break at this time (7:00 pm) to allow those who wished to leave the meeting to do so. The meeting was called back to order at 7:07 pm.

11. Chairman's Report -

A. Committee Reports

1. ACES

Dr. Dumais informed the Board that he was invited by ACES to help with their strategic planning process; he will be participating in those meetings.

2. CABA

Ms. McCreven stated that the CABA legislative wrap-up meeting will be held on May 10th. Dr. Dumais asked that any Board members who do not receive the CABA newsletter or journal to let him know if they would like to be on the list.

3. Curriculum

The Curriculum Committee met on April 7th. Mr. Browe gave the Board a synopsis of what was discussed at that meeting. Full minutes of the meeting will be posted on April 12th.

Ms. Esposito arrived at 7:11 pm

4. Facilities

Ms. Russo reported that the Facilities Committee met on March 29th and will make final recommendations to the Board at the May or June meeting regarding the projects to be bonded.

A. Facilities Department monthly report, March 2016 (enclosure)

5. Finance

A. Budget

- 1. Discuss and Take Action to Set the Annual District Meeting Date of May 2, 2016 and Referendum Date on May 3, 2016.**

Motion by Mr. Hurley, 2nd by Mr. Browe to set the date for the annual district meeting on May 02, 2016 and the date for the referendum on May 03, 2016.

Vote unanimous

Motion carried

- 2. Resolution to Authorize Amity Regional School District No.5 to Prepare an Explanatory Text for the Budget Referendum.**

Question: BE IT RESOLVED, that the Secretary of the Board of Education of Amity Regional School District No.5 is authorized to prepare, print and distribute a concise explanatory text of the budget referendum question which, by vote of the Board of Education, has been submitted to a referendum vote on the voting machines of each of the member towns, which text shall not advocate either the approval or disapproval of the question and shall otherwise be prepared in accordance with Connecticut General Statutes Section 9-369b.

Motion by Mr. Stirling, 2nd by Ms. McCreven that the Secretary of the Board of Education of Amity Regional School District No.5 be authorized to prepare, print and distribute a concise explanatory text of the budget referendum question which, by vote of the Board of Education, has been submitted to a referendum vote on the voting machines of each of the member towns, which text shall not advocate either the approval or disapproval of the

question and shall otherwise be prepared in accordance with Connecticut General Statutes Section 9-369b.

Vote unanimous

Motion carried

B. Discussion and Possible Action on Contracts of \$35,000 or More (enclosure)

Mr. Stirling stated that there was no quorum at the Finance Meeting held earlier this evening; however the members that were present did have some discussion and there was no resistance among them to any of the items listed below, #1 through 13.

Motion by Mr. DeMaio, 2nd by Mr. Hurley, that all the items, #1 through 13, be included in one motion.

There was discussion regarding all the items. All questions regarding these items were answered by Mr. Levine and/or Dr. Dumais.

1. Professional Auditing Services
2. Substitute Teacher Services
3. Safety Service Program
4. District Chiller Maintenance Contract
5. Siemens Building Controls
6. Septic Systems and Grease Pit Services
7. Investment Consulting Services
8. Athletic Training Contract
9. Health and Welfare Benefits Consultant for Medical and Dental Insurance
10. Trash and Recycling Removal Services
11. Stop-Loss Program
12. Food Service Operations
13. District Lighting Project

Mr. Hurley stated that he would not vote on item #7 or #9 in the list due to conflict of interest.

Motion by Mr. Browe, 2nd by Mr. Hurley, that item numbers 1,2,3,4,5,6,8,10,11,12 and 13 be approved in one motion (pages 18 through 22 in the Board packet) with the wording as stated in the memo from Mr. Levine to Dr. Dumais dated April 06, 2016. As below:

1. Move to award the professional auditing services to Mahoney Sabol & Company, LLP of Glastonbury, Connecticut for the fiscal year ending June 30, 2016 at the bid price of \$33,500. This is the second of two option years. The Board reserves the right to cancel the contract if Mahoney Sabol & Company, LLP of Glastonbury, Connecticut fails to perform in a satisfactory manner.

2. Move to award the substitute teacher service to Kelly Educational Services for July 1, 2016 to June 30, 2017. This is a sole source vendor for the Substitute Teacher Services, and therefore, the sealed bid requirements are not required. The Board reserves the right to cancel the contract if Kelly Educational Services fails to perform in a satisfactory manner.

3. Move to award the safety service program to Fuss & O'Neill, Inc. of Manchester, Connecticut, for July 1, 2016 to June 30, 2017 for the State bid price of \$14,238 for the third year of a three year contract. The total of the three-year contract is \$36,032. The Board reserves the right to cancel the contract if Fuss & O'Neill, Inc. fails to perform in a satisfactory manner.

4. Move to award the district chiller maintenance contract to Trane Building Services (local Trane office in Rocky Hill, Connecticut) for the third year of a three-year contract commencing June 2016, through May 2017, for \$13,110. The

total of the three-year contract is \$37,838. This is a sole source vendor for the District's Trane equipment, and thereby, the sealed bid requirements are not required. The Board reserves the right to cancel the contract if Trane Building Services fails to perform in a satisfactory manner.

5. Move to award the building controls contract to Siemens Industry, Inc. for the second fiscal year of a three-year contract at the price of \$24,063.00. The Board reserves the right to cancel the contract if Siemens Industry, Inc. fails to perform in a satisfactory manner.

6. Move to award the septic systems and grease pit services to Country Septic Service of North Haven, Connecticut for the third year of a three-year contract at the bid price of \$11,840.00. The Board reserves the right to cancel the contract if Country Septic Service fails to perform in a satisfactory manner.

8. Move to authorize the Director of Finance and Administration to award the contract for all of the services of a certified athletic trainer to Rehabilitation Associates, Inc. of Fairfield, Connecticut, for the 2016-2017 academic year at the annual fee of \$58,356. The Board waives bidding this contracted service. The Board reserves the right to cancel the contract if Rehabilitation Associates, Inc. of Fairfield, Connecticut fails to perform in a satisfactory manner.

10. Move to award the trash and recycling removal service to All American Waste LLC of New Haven, Connecticut for the second year of a three-year contract at the bid price of \$115,844.94, not including extra charges for additional pick-ups. The annual payment will be \$38,614.98, not including extra charges for additional pick-ups. The Board reserves the right to cancel the contract if All American Waste of New Haven, Connecticut fails to perform in a satisfactory manner.

11. Move to authorize the Superintendent of Schools to enter into an agreement with the School District Stop Loss Purchasing Group for 2016-2017 if the terms and conditions are favorable to the District. The Superintendent of Schools is authorized to enter into an agreement with Anthem for the District's Stop-Loss Insurance if School District Stop Loss Purchasing Group does not provide terms and conditions favorable to the District. This will be the first of two optional years without bidding that the Board granted last year.

12. Move to award the food service operations to Compass Group, USA, Inc. (Chartwells) for a management fee of \$20,475.00 and administrative fee of \$75,000.00 for the school year 2016-2017. Compass Group, USA, Inc. (Chartwells) shall guarantee a break-even up to Chartwells' management fee. There shall be no increase in Type A lunches. Changes to a la carte lunches shall be approved in advance by the Superintendent of Schools or Director of Finance and Administration. The Board reserves the right to cancel the contract if Chartwells fails to perform in a satisfactory manner.

13. Motion to award the exterior LED wall packs and interior LED light bulbs to Power Point Energy, of South Glastonbury, CT, for a total of \$103,039.11 and award the exterior LED canopy lights, LED street lights w/photo cells, parking lot fixtures, and gymnasium lights to UIC Energy LLC, of Wallingford, CT, for a total of \$37,874.00.

Vote unanimous

Motion carried

Motion by Mr. Browe, 2nd by Mr. DeMaio that item numbers 7 and 9 (on pages 20 and 21 in the Board packet) be approved in one motion with the wording as stated in the memo from Mr. Levine to Dr. Dumais dated April 06, 2016, as below:

7. Move to award the Investment Consulting Services for the 2016-2017 school year to Fiduciary Investment Advisors, LLC of Windsor, Connecticut for the bid price of \$18,540. This is the first of two option years. The Board reserves the right to cancel the contract if Investment Consulting Services fails to perform in a satisfactory manner.

9. Move to award the Health and Welfare Benefits Consultant to Everett James, Inc. of Ridgefield, Connecticut at the bid price of \$34,000 for July 1, 2016 to June 30, 2017. This is the second of two option years. The Board reserves the right to cancel the contract if Everett James, Inc. fails to perform in a satisfactory manner, as determined by the Superintendent of Schools.

Vote unanimous minus one (Mr. Hurley did not vote)
carried

Motion

C. Discussion of Monthly Financial Statements (enclosure)

Mr. Levine noted that for the purpose of keeping the Board informed, there is one large bill in the self-insurance category for \$350,000. Claims in previous months have been much lower and the budget is still in good shape.

D. Director of Finance and Administration Approved Transfers Under \$3,000 (enclosure)

E. Discussion and Possible Action on Budget Transfers of \$3,000 or More (enclosure)

Mr. Levine explained that the transfer entries are standard ones and are not for any new purchases; the final figures for these expenses will be reported at the August Board meeting. This is outlined in his memo to Dr. Dumais dated April 04, 2016, Budget transfers of \$3,000 or more.

Motion by Mr. Stirling, 2nd by Mr. Browe, to authorize the Director of Finance and Administration to make the necessary budget transfer to salary and benefit accounts and to pay other standard charges. These budget transfers may exceed \$3,000. The Director of Finance and Administration will report all budget transfers made to the Amity Finance Committee and the Amity Board of Education.

Vote unanimous

Motion carried

F. Other – none.

6. Policy

Mr. Hurley and Dr. Dumais highlighted the changes that were made in each policy below.

- A. Second Reading and Discussion and Possible Action on the Following
1. 3542.331 – Food Vendors

Motion by Ms. Cohen, 2nd by Ms. Esposito to adopt Policy 3542.331.

Vote 9 in favor, 1 against (Ms. Urbano)

Motion carried

2. 3542.22 – Food Service Personnel-Code of Conduct

Motion by Mr. Hurley, 2nd by Ms. Urbano to adopt Policy 3542.22

Vote unanimous

Motion carried

3. 1212 – School Volunteers

Motion by Mr. Hurley, 2nd by Ms. Urbano to adopt Policy 1212.

There was discussion and clarification regarding the policy, the regulation and the form that must be filled out by a volunteer. The form had changes made to it but the form included in the packet is not the correct one; it is the one without the changes. Dr. Dumais explained that the policy needs to be approved by the Board, not the form. The form is the tool used at the discretion of the Superintendent to implement the regulation for Policy 1212. Dr. Dumais will email the correct form to the Board members on Wednesday morning.

Mr. DeMaio asked about the need to screen the staff of outside groups that use the school facilities. Dr. Dumais stated that he does not think the Board can legally do this but he will investigate and report back to the Board.

Vote unanimous

Motion carried

Mr. Hurley mentioned that he is continuing to look into a policy/regulation regarding allergies and will keep the Board informed.

7. Personnel – this will be covered by item #9 in the agenda which was moved to after #11.

- 9. Discussion and Possible Action on Recommendation for Appointment of Candidate for Director of Finance and Administration .**
A. Executive Session

Motion by Mr. Hurley, 2nd by Mr. DeMaio that the Board adjourn to Executive Session with Dr. Dumais invited to attend.

Vote unanimous

Motion carried

The Board adjourned to Executive Session at 7:59 pm; they returned to the Regular meeting at 8:16 pm

Dr. Dumais reported that the Board has recommended that Ms. Terry Lumas be appointed as the Director of Finance and Administration beginning on July 01, 2016 at a salary of \$126,000.

Motion by Mr. Browe, 2nd by Mr. Hurley that Ms. Lumas be appointed as the Director of Finance and Administration beginning on July 01, 2016 at a salary of \$126,000.

Mr. Demaio commented that he is looking forward to working with Ms. Lumas and congratulated her on her new position.

Vote unanimous

Motion carried

- 12. Items for next agenda** – please forward any items to Dr. Dumais or Mr. Blake.

- 13. Adjournment - *Motion by Mr. Hurley , 2nd by Mr. DeMaio to adjourn at 8:19 pm.***

Vote unanimous

Motion carried

Respectfully submitted,

Ruth E. Natzel, Recording Clerk

Thomas Hurley, Secretary