

The Regional School District 13 Board of Education met in regular session on Wednesday, February 20, 2013 at 7:30 p.m. in the library at Strong School. Board members present: Mrs. Adams, Mrs. Buckheit, Mrs. Flanagan, Mrs. Fronc, Mr. Fulton, Dr. Ochterski, Ms. Parsons, Mr. Renninghoff. Members absent: Mrs. Boyle, Mr. Hicks. Also present: Mr. Melnik, Mrs. Viccaro.

Mrs. Flanagan called the meeting to order at 7:31 p.m. with the recital of the Pledge of Allegiance led by Mrs. Fronc.

Public Comment: No public comment.

Consent Agenda: Mrs. Flanagan asked the Board if they wanted any items removed from the consent agenda. Mr. Fulton asked that the approval of the minutes be removed from the consent agenda.

On a motion by Mr. Fulton, second Mrs. Adams the Board of Education unanimously approved to remove the minutes from the Consent Agenda.

On a motion by Mrs. Adams, second Dr. Ochterski the Board of Education unanimously accepted minutes as revised.

Communications: Mrs. Flanagan read the proclamations of honor of two former Board members, Elizabeth Gara and Tom Hennick.

Mrs. Flanagan asked Board members to stay after the meeting for a group photo.

Mrs. Flanagan reported that she and Mr. Fulton attended the Planning and Zoning meeting in Durham regarding the bathrooms at the field house. Mrs. Cheney, a Durham resident asked the Board and Planning and Zoning to work with her proposal to remove the April 2014 time constraint for the bathrooms to be done at the field house. No revised agreement has been presented at this time. Mrs. Flanagan will update the Board as soon as she has a formal agreement.

Superintendent's Report: Mrs. Viccaro extended her appreciation to the town crews of Middlefield and Durham and to the District 13 custodial staff for efforts during the recent snowstorm.

Mrs. Viccaro stated that the tentative date of graduation is June 24, 2013. The District has four more days in June that can be used if needed for weather related conditions.

On Valentine's Day a student at CRHS, who wishes to remain anonymous created 600 origami flowers for every student at the high school. Mrs. Viccaro praised the student for this random act of kindness.

Mrs. Viccaro reported that on February 19th Roll Call took place at Coginchaug where twenty state troopers were present. Troopers toured Coginchaug, Korn and Strong school. Sgt. Calvo will get back to Mrs. Viccaro with a date they will tour the other schools in the District.

Mrs. Viccaro and Mr. Hauser attended a meeting regarding manufacturing curriculum. Presently there is a partnership between Whelen Engineering and Regional District 4. Interested students in District 4 have been given the opportunity to work at Whelen one day a week. Mrs. Viccaro has been approached by Cooper Instrument Corp. in Middlefield to form a similar partnership with students in District 13. More information to follow.

Mrs. Viccaro met with EMS and selectmen from both towns to discuss EMS response and crisis plans.

2013 -2014 Budget Presentation:

Mrs. Viccaro stated that in her 9 years as Superintendent, this budget is the most difficult one. Mrs. Viccaro reported that there is a loss of \$320,667 in revenue from the State. There are assessments that require more technology, a need for curriculum work across the District for the Common Core State Standards, the issue of safety and building security, and building utilization plans are a few of the needs of the District.

Mrs. Viccaro showed a PowerPoint presentation. At the beginning of the presentation Mrs. Viccaro thanked the John Lyman Kindergarten team for the photo they provided. Mrs. Viccaro reviewed the budget calendar, the mission statement of the District, and discussed the District's organizational chart. Mrs. Viccaro presented the current and projected staffing for 2013-2014 and enrollment projections by grade. Mrs. Viccaro stated that there will be 8 retirements and that staff can be moved around where they are needed. Mrs. Viccaro reviewed the budget drivers leading to the budget increase. The total proposed gross budget is \$37,157,681; an increase of \$1,175,862 or 3.27%. The total proposed net budget after receipts is \$35,586,459; an increase of \$1,496,529 or 4.39%. Mrs. Viccaro told the Board that this is a budget of making choices. She has asked her administrators to prioritize their budgets. During these difficult times the administration wants to work with the Board of Education.

For the next finance meeting Mrs. Viccaro will provide the committee with enrollment data and distribution of classes at CRHS.

Ms. Parsons questioned a few numbers on the budget summary sheet. Mr. Melnik

stated he would make the corrections.

Mrs. Flanagan asked for clarification on the head count and the proposal of hiring additional tutors. Mr. Melnik stated that the additional tutors would be part-time and not be eligible for benefits.

Mr. Fulton asked the number of ELL students we had in the District. Mrs. Hinson- Yokubinas stated that there were presently 12 students.

Mr. Fulton also wanted clarification on health insurance costs and Mr. Melnik stated that he is very comfortable where we are now.

Mrs. Flanagan thanked Mrs. Viccaro for her hard work on the budget.

Old Business:

On a motion by Mrs. Adams, second by Mr. Fulton the Board of Education unanimously approved the Spain field trip request.

Communications Committee: No report.

Finance Committee: Mr. Fulton reported that the Finance Committee will be devoting the next four meetings to the budget. He encourages the administrators to be present at the Finance Committee meetings.

The Committee is also looking at class size and continues to look at staffing levels as student enrollment declines.

Other Committees: No reports.

Public Comment: Mr. Clark of Durham wanted clarification of the \$10,000 for the Pickett Lane light. Mrs. Flanagan stated that the line item was being carried over from the 2012-2013 budget to the 2013-2014 budget and it was not an additional \$10,000. The installation of the light is not expected to happen during the current budget year.

Follow-Up:

1. Class size and enrollment
2. Revise enrollment projections by grade
3. Revise budget summary sheet
4. Update on snow removal costs

On a motion by Mrs. Flanagan, second Dr. Ochterski, the Board of Education unanimously approved to adjourn at 8:34 p.m.

Respectfully submitted,
Maureen Johnson