

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

Mrs. Flanagan called the meeting to order at 7:33 p.m. with the recital Pledge of Allegiance led by Mrs. Flanagan.

Public Comment: No public comment.

On a motion by Mr. Renninghoff, second Mr. Fulton, the Board of Education unanimously approved the agenda.

A motion by Mr. Renninghoff, second Dr. Ochterski, was made to approve the minutes of March 13, 2013. Mrs. Flanagan asked if there was any discussion. Mrs. Flanagan proposed an amendment to the minutes.

On a motion by Mrs. Boyle, second Mrs. Adams, Mrs. Buckheit, Mrs. Flanagan, Mr. Fulton, Mr. Hicks, Dr. Ochterski, Ms. Parsons, Mr. Renninghoff voted yes to approve the minutes as amended. Mrs. Fronc abstained.

Communications: Mrs. Flanagan reported that most Board members attended the NEASC presentation on Sunday and commended Mr. Bradanini, Ms. Anderson and the entire team for the tremendous amount of work they had done. Mrs. Flanagan went on to commend the band, chorus, and teachers for capturing the culture of our District. Mrs. Flanagan reported it was a proud moment for our District and praised the entire staff, students and all members that were involved.

Board members reported that they had received budget related comments. Mrs. Flanagan received emails from community members looking for the budget to be reduced during these tough economic times but would like to have class size maintained.

Mrs. Adams suggested that there be a discussion about transportation.

Mrs. Viccaro asked to have budget related emails forwarded to her.

Superintendent's Report: Mrs. Viccaro stated how impressed the NEASC committee was with our support services in the classroom and our custodial staff. Mrs. Viccaro asked Mr. Bodner to comment on the NEASC visit. Mr. Bodner thanked everyone involved in the process. The committee was impressed by the District's Core Ethical Values and respected how everyone worked together.

Mrs. Viccaro and Mr. Fielding are exploring the idea of an externship with Branford Hall where students would be brought into the District for valuable work experience. Mrs. Viccaro also reported that she would be attending a legislative breakfast next Tuesday and would be speaking with folks regarding the transportation cuts.

2013-2014 Budget: Mrs. Viccaro reported that she is examining class size. Mr. Hauser is looking to increase the size of classes and reduce the number of study halls students have. At Strong School Mr. Sadinsky is looking at scheduling and investigating increasing Related Arts.

Mrs. Viccaro met with her administrative team and provided the Board with handouts showing proposed cuts. Mrs. Viccaro reported that the team's emphasis was to minimize impact on student achievement. Mrs. Viccaro listed items that she would recommend to cut and provided a detailed explanation for each area cut.

Item

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|---|-----------------------------------|-----------|--|
| 1 | Tuition to TEMS | \$31,308 | Only 4 students attending TEMS for 2013/2014 School Year |
| 2 | Science position at Memorial | \$50,587 | Team to consolidate and each section to teach Science |
| 3 | Benefits on above position | \$17,000 | |
| 4 | Science Texts at CRHS | \$12,750 | New books not needed |
| 5 | 3 Interns | \$38,400 | Leaves one per building |
| 6 | Postponement of Utilization Study | \$75,000 | |
| 7 | .2 Science teacher | \$15,553 | Shift in personnel at CRHS |
| 8 | Capital | \$50,000 | Classroom furniture |
| 9 | Math materials | \$16,781 | Double counted math materials |
| | Total | \$307,379 | |

Board members expressed concerns over increases in the Special Education budget and asked Mrs. Emory to reexamine her budget. Also discussion took place regarding the utilization study and the importance of following through with the initial plan.

Mrs. Viccaro provided the Board with a handout of additional proposed cuts.

Item

| | | | |
|---|-----------------------------|----------|--|
| 1 | 2 10 - 12 month secretaries | \$19,528 | |
| 2 | Curriculum Assistant to | \$20,816 | |

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|---|--|-----------|-------------------------------|
| | 12 months | | |
| 3 | Benefits on above position | 19,600 | |
| 4 | .1 Social Worker | \$8,143 | Decrease at Lyman |
| 5 | District Technology Person | \$58,500 | |
| 6 | Benefits on above | \$24,000 | |
| 7 | 4 Tutors | \$39,000 | |
| 8 | Teacher at Strong | \$50,587 | Related Arts |
| 9 | Benefits on above | \$17,000 | Double counted math materials |
| | Total | \$257,774 | |
| | Total Recommended Cuts by Superintendent | \$565,153 | |

Board members asked Mrs. Viccaro for explanation on various line items in the budget regarding increases in salaries at certain schools. Mrs. Viccaro explained to the Board that the District shifts staff around to fulfill a need in a building. Therefore if there is a staff increase in a particular building there is an offsetting decrease in another building. Staff is placed where they are most needed. Additional discussion took place centered on Special Education. Mrs. Flanagan commended Mrs. Emory for her hard work and asked that the Board move on to other aspects of the budget.

Mr. Renninghoff recommended that the Board hire two part time assistants to work with the Curriculum Director instead of one full time person.

Additional discussion took place on purchasing IT equipment in the elementary schools. It was recommended to ask Mr. Fielding to take a look at labs vs. individual devices.

Mrs. Flanagan stated that she was looking at transportation costs by reducing or eliminating idle buses without changing the bus routes. She also questioned the additional cost for monitors.

Mrs. Flanagan moved the discussion towards the proposed cuts and asked the Board to vote on each one presented.

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| 1 | Tuition to TEMS | \$31,308 | Agreed |
| 2 | Science position at Memorial | \$50,587 | Agreed to cut – Mrs. Fronc did not agree to cut |
| 3 | Benefits on above position | \$17,000 | Agreed to cut |
| 4 | Science Texts at CRHS | \$12,750 | Agreed to cut |
| 5 | 3 Interns | \$38,400 | Agreed to cut |
| 6 | Postponement of Utilization Study | \$75,000 | Discussion deferred |

| | | | |
|---|--------------------|----------|---------------|
| 7 | .2 Science teacher | \$15,553 | Agreed to cut |
| 8 | Capital | \$50,000 | Agreed to cut |
| 9 | Math materials | \$16,781 | Agreed to cut |

Page 2 of recommended cuts.

| | | | |
|---|-----------------------------------|-----------|--------------------------|
| 1 | 2 10 - 12 month secretaries | \$19,528 | Agreed to cut |
| 2 | Curriculum Assistant to 12 months | \$20, 816 | Discussion deferred |
| 3 | Benefits on above position | 19,600 | Discussion deferred |
| 4 | .1 Social Worker | \$8,143 | Agreed to cut |
| 5 | District Technology Person | \$58,500 | Discussion deferred |
| 6 | Benefits on above | \$24,000 | Discussion deferred |
| 7 | 4 Tutors | \$39,000 | Eliminate 3 tutors not 4 |
| 8 | Teacher at Strong | \$50,587 | Agreed not to cut |
| 9 | Benefits on above | \$17,000 | Agreed not to cut |

Mrs. Flanagan will have Mr. Melnik confirm the final amount of cuts for the next meeting.

Mrs. Flanagan asked if Board members had any additional comments. Mr. Hicks asked if student activity fees for clubs could be eliminated and Mr. Renninghoff asked that they take a look at travel stipends.

Mrs. Flanagan questioned the \$10,000 for the purchase of musical instruments and recommended that the Board discuss this next week.

Mrs. Flanagan thanked the Board from for their hard work

New Business: Mrs. Flanagan provided the Board with an update on the proposed stipulated agreement by Ms. Cheney removing the required date of April 2014. The agreement is still in place; only the date has been changed. The agreement at this time has not been approved by the Board or Planning and Zoning. Mrs. Flanagan will update the Board as they develop.

Finance Committee: No report.

Building/Grounds/Transportation: No report.

Other Committees: Mr. Hicks reported the ACES Board of Governors met last Thursday and have firmed the finances for TEMS. The numbers Mr. Hicks

provided to the Board last week are finalized.

Public Comment: Teresa Opalacz of Durham asked the Board if the health insurance was going out to bid. Mrs. Viccaro stated yes it has and the carrier is expected to change. Ms. Opalacz asked if the Board is looking at changing the start time at Lyman and Memorial to match so only one bus run would be done. Also Ms. Opalacz urged the Board to keep the pay to play policy as parents are used to paying it.

Karen Meiman of Durham stated that a transportation study was done two years ago. She also stated that Bus 3 is idle for the first run, Bus 11 is idle for the second run, and Bus 9 is idle for the third run.

Mrs. Meiman is very concerned about the number of study halls at the high school. She also mentioned that her child had difficulty scheduling electives that interested him. She suggested that classes should not be eliminated if they don't meet the maximum number.

Susan Michael of Durham stated a concern about losing a .2 science teacher and losing an outdoor educator. Mrs. Michael stated that the numbers are there to take classes and concerned about the loss of electives in her department.

Mrs. Flanagan asked Mrs. Michael to get together with Mr. Hauser and follow up with the Board next meeting.

Follow-Up:

Mrs. Viccaro to check with Mr. Melnik on the following:

- Reduction of .5 support staff at Lyman
- Balance of outdoor ed. salary
- Staff Increases – 2.9 – 3.1 Social Worker, 23.5 -24.6 SPED teacher, 36.0 – 37.6 SPED Assistant, Instructional Assistant 16.5 - 17
- Increase in salary of Social Worker at Memorial
- Cross Country Stipend
- Summarize agreed upon adjustments with account #
- Additional \$10,000 for bus monitors
- Activity fees for Athletics, Clubs
- Travel stipends
- Take a look at combining Memorial/Lyman bus routes
- Balance for Middlesex Transition Academy
- Look at art salaries at Lyman & Korn

Additional follow up:

- Impact on tech/lease plan
- Reduce one more class at 3 – 4 level
- Look at speech at CRHS
- Look at 2 part time assistants for Curriculum Director
- Mrs. Emory to reexamine budget/caseloads

On a motion by Mr. Hicks, second Mr. Renninghoff, the Board of Education unanimously voted to adjourn at 10:35 p.m.

Respectfully submitted,

Maureen Johnson