

The Regional School District 13 Board of Education met in regular session on Wednesday, May 27, 2015 in the library at Korn Elementary School, 144 Pickett Lane, Durham, CT at 7:30 p.m. Board members present: Mrs. Adams, Mrs. Boyle, Mrs. Flanagan, Dr. Friedrich, Mr. Fulton, Mr. Hicks, Dr. Onofreo and Mr. Renninghoff (8:15 pm)

Absent: Mrs. Buckheit, Mrs. Fronc

Also present: Dr. Veronesi, Superintendent of Schools, Mr. Melnik, Business Manager

Mrs. Flanagan called the meeting to order at 7:30 p.m. after it was determined that a quorum was present.

Mrs. Flanagan led the meeting with the Pledge of Allegiance.

### **Public Comment**

None

### **Next Board Meeting**

Next Board meeting will be held on June 1, 2015 at Strong School at 8:00 pm – District Meeting  
Next Regular Board Meeting – June 10, 2015 at Brewster School.

### **Approval of Agenda**

Mr. Hicks moved to approve the agenda. Dr. Friedrich seconded.

In favor of approving agenda: Mrs. Adams, Mrs. Boyle, Mrs. Flanagan, Dr. Friedrich, Mr. Fulton, Mr. Hicks, and Dr. Onofreo. Motion passed.

### **Approval of Minutes of May 13, 2015**

Dr. Friedrich moved to approve the minutes of May 13, 2015. Mrs. Boyle seconded.

In favor of approving the minutes of May 13, 2015: Mrs. Boyle, Mrs. Flanagan, Dr. Friedrich, Mr. Fulton, Mr. Hicks, and Dr. Onofreo. Mrs. Adams. abstained. Motion passed.

### **Discussion of Board Retreat Date**

Mrs. Flanagan urged that the retreat take place again this summer to revisit action steps and district goals. Mrs. Flanagan stated that last year's retreat was very helpful.

Dr. Veronesi asked Board members for available dates for the retreat to take place. She would like to have this information by the District meeting on June 1, 2015.

### **Utilization Study Committee**

Mr. Fulton referred to the report that was handed out at the last Board meeting. Mr. Fulton reviewed the timeline of events that took place leading up to the report. He stated that a demographic study took place in 2011 indicating a significant decline in enrollment. In 2013 a Utilization Study Committee was formed and hired the firm Drummey Rosane Anderson (DRA). In 2014 three community workshops were conducted and a utilization report was delivered to the Utilization Study Committee including a number of building use configurations. The report summarizes work that was done and refers to the committee's recommendation of two K-5 schools, one 6-8 school and one high school. Phase one would include closing Korn School at the end of the 2015-2016 school year.

Mr. Fulton invited the Board to discuss the report.

Mrs. Boyle would like to see the report go to the public before the Board make a decision stating the taxpayers would like to see the big picture.

Dr. Onofreo asked if capital improvements would have to be made in order to close Korn School. Mrs. Flanagan stated that there were no capital improvements needed in the first phase of the reconfiguration of schools.

Mrs. Adams suggested a frequently asked question sheet be prepared for the public. Discussion took place among Board members on how to get information out to the public. A public forum was suggested. It was also suggested changes be made to the existing draft before the report is publicized.

A motion was made by Dr. Friedrich to accept the interim draft report. Mrs. Adams seconded.

Discussion took place. A number of suggestions were made to revise the existing report such as changing the name, stating the purpose of the report, clarifying the next steps to take place. It was recommended that the report be released by June 10<sup>th</sup>.

Dr. Veronesi was asked what the impact is to her and her administrative team if a Board decision to close Korn School at the end of the 2015-2016 school year was made in September. Dr. Veronesi stated that it is imperative that the process respects all people involved. Mr. Melnik also asked the Board to consider an earlier decision than September as budgets are due from the schools in November. Mrs. Flanagan suggested that a community meeting and special Board meetings should take place before the end of the school year.

Mr. Fulton stated that the recommendation of closing Korn School is priority. Discussion took place regarding the operational costs of Korn School, an alternate use of the building, bus routes, and staffing.

Dr. Friedrich asked if he could withdraw his original motion. Mr. Hicks stated that he could as long as the member who seconded it was in agreement. Mrs. Adams agreed to have the motion withdrawn.

## **Committee Reports**

### **A. Brewster School Building Committee**

Mr. Hicks moved to accept the resolution for the award and execution of contract for the roof replacement project at Frederick Brewster Elementary School. Mrs. Adams seconded.

## **Regional School District No. 13 Board of Education**

### **Resolution for the Award and Execution of Contract for Roof Replacement Project Frederick Brewster Elementary School**

**WHEREAS**, the District submitted its request to the Connecticut Department of Administrative Services for a grant to fund a portion of the cost of the replacement of the roof at the Frederick Brewster Elementary School (the "Project"); and

**WHEREAS**, pursuant to permission from the Department of Administrative Services to do so, the District solicited bids for construction services for the Project; and

**WHEREAS**, the Building Committee for the Project has identified Commercial Roofing & Contracting, Inc. as the lowest responsible qualified bidder; and

**WHEREAS**, the District has not yet received approval of its grant request from the Department of Administrative Services; and

**WHEREAS**, the District is requesting that the Board authorize the District to (i) award the contract for construction services for the Project to Commercial Roofing & Contracting, Inc.; and (ii) execute a contract with Commercial Roofing & Contracting, Inc. upon the terms set forth in its Bid Proposal Form and substantially in the form of the contract included in the bid documents for the Project, all subject to and conditioned upon the prior receipt of approval of the District's grant request for the Project.

**NOW THEREFORE, BE IT RESOLVED**, that, subject to and conditioned upon the District's prior receipt of written notice from the Department of Administrative Services that a grant in an amount not less than that requested by the District has been approved by the Department of Administrative Services (the "State Grant Award"), the District hereby awards the contract for construction for the replacement of the roof at the Frederick Brewster Elementary School to Commercial Roofing & Contracting, Inc. for a base price of One Million One Hundred Seventy-Eight Thousand and 00/100 Dollars (\$1,178,000.00).

**FURTHER RESOLVED**, that, subject to the District's receipt of written confirmation of the State Grant Award, the District hereby approves a contract for construction for the roof replacement project (the "Construction Contract") which is consistent with the said contractor's Bid Proposal Form and which contract is substantially in the form of the contract included in the bid documents for the Project.

**FURTHER RESOLVED**, that, subject to the District's receipt of written confirmation of the State Grant Award, Kathy Veronesi, Superintendent, is hereby authorized to negotiate the terms of and execute and deliver the Construction Contract and any related documents on behalf of the District and to take all actions necessary and proper to carry out the execution and delivery of the Construction Contract and any related documents.

In favor of approving the resolution for the award and execution of contract for the roof replacement project at Frederick Brewster Elementary School: Mrs. Adams, Mrs. Boyle, Mrs. Flanagan, Dr. Friedrich, Mr. Fulton, Mr. Hicks, Dr. Onofreo, and Mr. Renninghoff. Motion passed.

**B. Educational Resource Committee**

Mr. Fulton stated that the committee met on May 20, 2015 and had a lengthy agenda. Discussion took place regarding BASREP and the closing of Korn School. Investment policy was tabled for another meeting. Mr. Melnik provided the committee with an analysis of year to date expenditures vs. actual. Mr. Melnik also provided an analysis of capital reserve 2013-2014, and 2014-2015.

**C. Policy Committee**

Mr. Hicks reported that the committee met this evening and also had a lengthy agenda. Some of the policies will be presented at the June 10<sup>th</sup> meeting. The Board will receive the policies to review before the meeting.

**D. Human Resources**

Mrs. Boyle reported that the committee did not meet and asked if Board members had a chance to review the handbook.

**E. Other Committee Reports**

Dr. Friedrich had an opportunity to attend a CAFE webinar on what will happen to science.

**Public Comment**

None

**Adjournment**

Mr. Hicks moved to adjourn the meeting at 9:00 p.m. Mr. Renninghoff seconded. The Board of Education unanimously approved to move into Executive Session for a performance review of the Superintendent. Dr. Veronesi was invited to attend.

The Board returned to regular session.

Mr. Hicks moved to adjourn the meeting at 9:50 pm. Mrs. Boyle seconded.

In favor of adjourning the meeting: Mrs. Adams, Mrs. Boyle, Mrs. Flanagan, Dr. Friedrich, Mr. Fulton, Mr. Hicks, Dr. Onofreo, and Mr. Renninghoff. Motion passed.

Respectfully submitted,

*Maureen Johnson*