

Chaplin Board of Education
Hampton Board of Education
Scotland Board of Education
Regional School District 11 Board of Education
Joint Boards of Education Special Meeting

Thursday, January 21, 2016
7:00 PM
Scotland Elementary School
68 Brook Road, Scotland, CT

1. Call to order 7:00 PM, by Sherry Smardon, in attendance,

Chaplin BoE: Justin Rondash, Will Hooper, Jaclyn Chancey, Jaime Spalding, and Stacy Foster,

Hampton BoE: Maryellen Donnelly, Mark Becker, Ann Gruenberg, Stacie Pepke, and John Burnham

Regional District 11 BoE: Steve Dunn and Jennifer Nelson, and from

Scotland BoE: Sherry Smardon, Rodney Perry, Steven Kurcinik, and Brynn Lipstreu

2. Audience for citizens:

Alan Cahill ó Hampton The Boards missed an opportunity to send out survey with RD11 mailing

Claire DeApollonia ó Scotland Problems with zip codes in Scotland prevent all residences from receiving the RD 11 mailing

3. Committee reports and discussion

Costs ó John Burnham ó letters to 13 towns have gone out

What would it cost to get it up and running

Program design

Timeline ó considered what is a reasonable turnaround - 2 meetings ó 2 months ó 60days

Building capacity was questioned

Survey ó making sure the survey is viable ó sent to attorneyø - under review

Found the RD 11 plan and delivered to the attorney

Final draft is there

Compiling the distribution list for the survey

Mailing costs vary:

- Mass mailing with return postage envelope, estimated the cost at \$3000 ó towns to share costs, cost estimated at \$750
- Mass mailing paying for returns only ó complicated and no cast savings
- Mass mailing without return postage set up drop off locations

- Mailing could be sent with a note where a survey could be picked up. The Mailing would be sent with enough lead time to allow pick up at designated locations.

Shared services ó

Transportation and fuel oil cost letter to vendors for potential cost savings
Informational request not RFP or RFQ asking is there a program we are not taking advantage of

Timeline ó 2 weeks for letters back

Chairman Smardon asked what kind of letterhead was being used by the committees,

John from the costs committee crafted a letterhead of all 4 boards, he will share with Jaime from shared services

4. Planning next steps

Survey

Report attorney decision
preparing for costs - check with the town
signage for roads
multiple drop offs in the district

Costs

waiting on response from superintendents, a follow up call to verify receipt of letter and address any questions from said letter

Shared Services

get letter out, next meeting Feb 3 6:00 PM

5. Plan time, date, place and agenda for next meeting: Chaplin ES Feb 25 7:00 PM

6. Audience for citizens

Wendy Sears, Scotland ó mailing or online options. Suggested Mail drop off at Post office?

Joe Savino, Scotland ó Would like to see Timeline added to the Agenda ó where is this headed what is our goals, when is there actionable information.

Perry Matchenese, Chaplin - Get the survey out there and the appearance of dragging feet will end

7. Adjournment: motion to adjourn by Sherry Smardon at 8:00 seconded by Steven Kurcinik

PLEASE NOTE: The meetings comprised of representatives of the four Boards of Education are held in public and are not open hearings. Citizen comments are welcomed during the audience participation section of the agenda. Any citizen may appear before the boards to express his/her opinion concerning items on the agenda. Persons wishing to address the boards should give their names and addresses. The public is advised that any comments or statements prohibited under policy or bylaw of any of the boards will not be allowed. Time allowed for comments may be limited.