

**COOPERATIVE COMMITTEE MEETING
(Salem Board of Education/East Lyme Board of Education)**

January 29, 2018 – 6:00 p.m.

East Lyme High School
INTV Room (B101)

Salem Board Members Present: Sean Reith (Chair) Michael J. Siebert (Vice-Chair), Pamela Munro (Secretary), Ryan Little (Treasurer), Jennifer D'Auito, Tiffany Cunningham, Sue Spang (arrived 6:24 p.m.)

Salem Board Members Excused: George Jackson, Samuel Rindell

Salem Administrators Present: Mr. Joseph Onofrio II (Superintendent), Kim Gadaree (Business Manager)

East Lyme Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jaime Barr Shelburn, Jill Carini, Candice Carlson, Bill Derry, Barbara Senges, Leigh Gianakos (arrived at 6:12 p.m.), John Kleinhans (arrived 6:53 p.m.) – All EL Board members were present

East Lyme Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent), Maryanna Stevens (Director of Finance, Marketing and Growth Management), Nancy Burdick (Business Supervisor)

- I. **Call to Order** - The meeting was called to order by Joint Chairs Sean Reith (S) and Tim Hagen (EL) at 6:04 p.m.
- II. **Pledge of Allegiance** – Led by Sean Reith and Tim Hagen
- III. **Public Comment** – None.

Introductions by both Boards were made.

IV. Approval of Minutes

MOTION: Jaime Barr Shelburn (EL) moved to approve the minutes of the January 30, 2017 East Lyme/Salem Cooperative Meeting pending confirmation of attendance (Attendance corrected to read “Salem Board Members Present: Mary Ann Pudimat (Vice-Chair/Treasurer), Pamela Munro (Secretary), Sean Reith, Ryan Little, Jennifer D'Auito, Sarah Bernhardson, George Jackson, and Salem Board Members Excused: Samuel Rindell, Michael J. Siebert (Chair).” Also, delete from EL Administrators Present: Maria Whalen and Nancy Burdick; Tiffany Cunningham (S) seconded.

VOTE: Unanimous

MOTION CARRIED

V. Discussion/Action Items

A. Discussion/Action re: Review Reconciliation of Salem Tuition Rates for FY 2016-2017

Business Supervisor Nancy Burdick (EL) reviewed the tuition reconciliation calculation process.

- Calculation results were reported as an underpayment by Salem of \$74,087.45 for FY 2016-17.
- The calculations have been audited and are recommended for approval.
- Underpayment will be paid in ten (10) equal payments during FY 2017-2018.

MOTION: Jaime Barr Shelburn (EL) moved to approve the reconciliation Salem tuition rates for 2016-2017 as follows:

- 1) Salem Base Tuition Rate: \$12,863.86
- 2) Salem Total Premium Tuition Rate: \$27,732.95

A total underpayment by Salem of \$74,087.45 (*as presented*); Mike Seibert (S) seconded.

VOTE: Unanimous

MOTION CARRIED

B. Discussion/Action re: Proposed Salem Tuition Rates for 2018-2019

East Lyme Business Supervisor Nancy Burdick took members step-by-step through the calculation process used to determine the proposed Salem tuition rates for 2018-2019. Maryanna Stevens (EL) will email Kim Gadaree (S) changes made by East Lyme to the ED01 as requested by Mike Siebert.

MOTION: Mike Seibert (S) moved to approve the Salem Tuition Rates for 2018-2019 as follows:

- 1) Base Tuition Rate: \$13,505.47
- 2) High School Special Education Per Pupil Base Rate: \$15,612.55
- 3) Premium Tuition Rate: \$29,118.02 (*as presented*); Jill Carini (EL) seconded.

VOTE: Unanimous

MOTION CARRIED

C. Discussion re: Update on Alteration Projects for EL Elementary Schools

East Lyme Superintendent Jeff Newton updated the Salem Board on the three elementary school alteration projects.

- Construction begins in June 2018 and is scheduled to end by the start of the 2019-2020 school year
- All three alteration projects will be done simultaneously
- Jacunski Humes Architects, LLC - O&G Industries, Inc. is the construction company
- Major alterations include the following:
 - Updated safety, security and air quality in all buildings, renovated "as new"
 - New windows for Niantic Center School
 - New roof for Flanders School
 - Redesigned parking lot for Lillie B. Haynes
 - No elementary students will be relocated off-site
- ELHS will not be impacted aside from scheduled gym use by Flanders School and the loss of some parking because of construction staging.

D. Discussion re: Update on ELPS Superintendent's Proposed Budget for FY 2018-2019

East Lyme Superintendent Jeff Newton informed the Salem Board that his proposed budget for FY 2018-2019 is at \$47,776,943 reflecting a 2.59% increase over the current year's budget. Salary and benefits continue to be the key budget drivers and equal 80% of the proposed budget.

Present Cost Saving Measures:

- Zero-based budget across district
- Change from contracted to in-house food service program
- High Deductible Health Plan
- Ongoing software and curriculum contract consolidation
- Switch from oil/propane to natural gas
- District-wide Professional Development
- District/Town collaboration
- Medicaid reimbursement

Future Cost Saving Measures:

- Health Insurance Consortium
- Food services
- Contracts & Supply Purchases
- Professional Development
- Marketing
- Student transportation
- Staffing
- Special Education
- Curriculum Development
- Coastal Connections

An EL BOE Public Hearing is scheduled for tonight and a Special Meeting will follow for possible action.

E. Discussion re: Update on Salem Superintendent's Proposed Budget for FY 2018-2019

Salem Superintendent Mr. Joseph Onofrio informed the East Lyme Board that his proposed budget for FY 2018-2019 is at a -1.77% increase over the current year's budget. Due to just receiving the finalized financials regarding reconciliation and tuition charges for SY 2018-2019, the Board of Education is considering a -1.55% budget. The Board is working with the Town to develop a non-lapsing education fund. The East Lyme Board agreed to share its research info on the topic. Salem enrollment remains flat next year. Superintendent Onofrio publically thanked Superintendent Newton and Assistant Superintendent Drowne for

including Salem School Principal Joan Phillips and him on the East Lyme Strategic Planning Coherence Committee and in ongoing conversations and meetings regarding the exceptional work being done in East Lyme Schools.

VI. Future Agenda Items

- A. The next meeting Salem/East Lyme Cooperative Meeting is scheduled for May 21, 2018 in Salem.
- B. Future Agenda Topics Include Discussion on the Following:
 - 1. Shared Services
 - 2. ELHS Grade Point Average (GPA)
 - 3. Athletics and Programming
 - 4. Transportation
 - 5. Review 8th Grade Transition Process – Students/Curriculum
 - 6. Salem Strategic Plan presentation

VII. Adjournment

MOTION: Jaime Barr Shelburn (S) moved to adjourn the meeting 7:03 p.m.; Eric Bauman seconded.

VOTE: Unanimous

MOTION CARRIED

Respectfully submitted,

Albert Littlefield

Albert Littlefield, Secretary

East Lyme Board of Education