

REGIONAL DISTRICT ELEVEN  
BOARD OF EDUCATION  
Chaplin, Connecticut  
Special Meeting Minutes  
August 14, 2007

Chair Leslie Wertam called the meeting to order at 7:07 PM. Present were Board members George Askew, Charles Bruckerhoff, Jennifer Nelson, Christina Moore and Jennifer Jones (7:18 PM) and Interim Superintendent of Schools, Dr. Colette Traylor. Unable to attend were board members Marion Taylor, Eugene Winchester and John Insalaco, and Principal Dr. Kathryn Walsh.

## 2. COMMUNICATION WITH THE AUDIENCE

G. Wagner commented on a meeting held just prior to the Board meeting with the Communications Committee regarding the Cooperative High School. She expressed concern about the proposed referendum question that was discussed at the meeting as well as bonding information, and the overall critical point the communities and the board faces to meet state deadline of 12/31/07 imposed by the state.

M. Haraghey asked about agenda item #11 in relation to the notice of "action anticipated" item listed in parentheses. Clarified by Leslie Wertam.

J. Savino asked about the Shared Services agreement status, and when it would be available to the public, if there was an anticipated date. Leslie Wertam responded that it is currently under review by counsel who came into the Shared Service picture late in the process.

## 3. WRITTEN COMMUNICATIONS TO THE BOARD

A letter dated 7/18/07 was received from the Town of Scotland as a follow up to the request of the selectmen of the three towns with regard to Regional Board of Education terms. Leslie Wertam reported that a legal opinion had been received after the July board meeting and legal opinion is on this evening's agenda.

## 4. NEASC

Dr. Traylor reported that work has progressed with Dr. Ladd. Dr. Ladd will be at Parish Hill on 8/27 for a professional development day, using data and translating results of data and applying to Instructional Improvement. Charles Bruckerhoff asked what is next in this plan of action? Dr. Traylor this would be a one year staff activity and will ask the questions of the faculty – why do we need this, and finding the root cause to improve student achievement. Charles stated that Administrative Assessment is important in this process, Dr. Traylor agreed. Charles asked how much time the teacher would be spending on this topic the first month of school?

Dr. Traylor reported that the teachers would be ending their day at 2:55 PM, giving them some time each day to continue to address this item.

## 5. COOPERATIVE HIGH SCHOOL

Leslie Wertam reported that there is much to be done. The website is up and running that provides information on the cooperative high school, the site is [www.cooperativehighschool.org](http://www.cooperativehighschool.org). It was incorrectly reported at the last meeting. There are many meetings scheduled for September, community meeting dates are tentatively scheduled in each of the 4 towns:

Hampton	September 10
Chaplin	September 11
Brooklyn	September 18

Scotland September 20

There will be community input and presentations from the two consultants at these meetings, a more detailed cost presentation is planned for late September at Parish Hill and at Brooklyn prior to the referendum which is scheduled for 10/10/07.

Charles Bruckerhoff asked what the cooperative committees can do to be ready for the first meeting and expressed that he feels it is very important for the three cooperative committees to meet with the consultants, and review what they have completed to date.

Leslie responded that the consultants requested they be allowed to work alone and then bring to the committees when they are ready. Leslie will e-mail dates of future meetings to committee members.

Dr. Traylor reported on the middle school committee. This a 2 pronged approach... .programming/curriculum for grade 7/8, organization, true middle school concept and space utilization of the facility. Dr. Traylor contacted the Windham Superintendent as they had been seeking space for a magnet school. However, Windham was limited to locating their magnet school in Windham. Dr. Traylor then contacted EASTCONN and spoke to Paula Colen, Executive Director, who expressed an interest in speaking to the committee. Leslie Wertam, Marion Taylor, Jennifer Nelson, Dr. Traylor and a PH teacher, will be meeting with Ms. Colen on 8/27 at EASTCONN to brainstorm, list pros and cons and discuss possibilities.

Charles Bruckerhoff asked if there would be any information as a result of this meeting to address cost concerns of a middle school at the September community meetings.

#### 6. APPROVAL OF MINUTES

Christina Moore moved to accept the annual meeting minutes of July 9, 2007. Jennifer Nelson seconded the motion with the following correction, Charles Bruckerhoff was not in attendance. The minutes were approved with the correction stated, Charles Bruckerhoff abstained.

Jennifer Nelson moved to accept the meeting minutes of July 17, 2007. Christina Moore seconded the motion with corrections to 9C, Shared Services agreement is under review by attorneys for Region #11 and Chaplin. Item 2C, George Askew should be noted as a Cooperative communications committee member, and item 6, the web address should be [www.cooperativehighschool.org](http://www.cooperativehighschool.org). The minutes were approved with the corrections stated with Charles Bruckerhoff abstaining.

Christina Moore moved to accept the annual meeting minutes of August 6, 2007. Jennifer Nelson seconded the motion. The minutes were accepted with Charles Bruckerhoff abstaining.

Charles Bruckerhoff asked about approval of the 2/13/07 minutes and comments by Rep. Mike Alberts. Leslie Wertam will forward an e-mail attachment from Rep. Alberts to the minutes for approval at the September meeting to clarify his comments at the meeting.

#### 7. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION

- A. Principal: No report
- B. Superintendent
  - a. Personnel

- i. Christina Moore moved to appoint Deborah Raymond to the position of Secretary (50% union/50% BOE), seconded by Charles Bruckerhoff. Motion carried unanimously.
  - ii. Jennifer Nelson moved to approve the appointment of Christopher Tillona, Special Education. Mr. Tillona has served as a long term substitute this past school year and is now appropriately certified. Seconded by Christina Moore and carried unanimously.
  - iii. Jennifer Nelson moved to appoint Catherine Burger, School Psychologist at Step 10, 6<sup>th</sup> Year salary of \$61,332. Seconded by Charles Bruckerhoff and carried unanimously.
  - iv. Leslie Wertam moved accept with regret the resignation of Caroline Chute, Science teacher, Charles Bruckerhoff seconded the motion, carried unanimously.
  - v. Christina Moore moved to accept with regret the resignation of Craig Hlavac, music teacher, seconded by Charles Bruckerhoff, motion carried unanimously.
  - vi. Jennifer Nelson moved to accept with regret the resignation of Lynne Love, speech and language pathologist, seconded by Charles Bruckerhoff , motion carried unanimously.
- b. Facility Updates

Dr. Traylor updated the board on the progress of projects to date:  
 Library media center hall pipes are completed  
 Boiler maintenance and switch replacement completed  
 Steam drum in kitchen – valve is on back order, but will not affect use  
 Baseball field underway and will be ready for soccer season  
 Gym has been repainted, floor to be sanded  
 Gym bathroom work is in progress  
 Stair tread replacement in tech ed and gym will begin on 8/24  
 Library media center damages from 7/30 rainstorm may not be as extensive as initially reported. Carpet will be cleaned in house, and some wall board near one of the exit doors needs to be replaced.  
 New computers have been installed in guidance, main office, finance office, superintendent's office and Quickbooks has been installed and staff have begun to use this new system.

## 8. OLD BUSINESS/NEW BUSINESS

### A. Request Approval of Financial Statement

Jennifer Nelson reports that F&P committee reviewed the financial statement ending June 30, 2007 and recommends approval. Motion to approve the financial statement made by Jennifer Nelson, seconded by Leslie Wertam and carried unanimously.

## 9. COMMITTEE REPORTS/REQUESTS FOR BOARD ACTION

A CABE/EASTCONN: No report, but Christina Moore commented that CABE has updated their website with easier navigation. Leslie Wertam stated that the board hoping to have CABE attend and present at a future board meeting.

B. Personnel & Supervision Policies: Charles Bruckerhoff mentioned an e-mail to board members from John Insalaco advising his resignation from this committee. Jennifer Nelson will leave the newsletter committee and join the P&S committee.

C. Central Office: The remaining members of the Central Office committee held a meeting on 8/8/07 in order to proceed with the required audit of FY 07 Central Office, they also discussed inventory services, engagement of the central office attorney to work with the Region #11 and Chaplin attorneys and a superintendent search. Charles Bruckerhoff asked about the Shared Services agreement and questions why it has taken so long to finalize. Christina Moore responded that counsel feels that it may be advantageous to keep the compact in place and amend it with items from the Shared Services agreement, delay to date has been due to the number of attorneys reviewing the documents and their views of the agreement.

D. Board Newsletter: Jennifer Jones requests any materials or help Jennifer Nelson can give to her about the newsletter. As Jennifer Nelson will be moving to the P&S committee, the board would like Marion Taylor to serve on the newsletter committee. Much discussion ensued regarding the costs of mailing, printing time, bulk mail issues and delays in getting the newsletter out in a more timely manner, as well the purpose of the Board newsletter versus newsletters regarding the cooperative high school.

E. Educational and Board Policies: Christina Moore would like the committee to meet before the end of the month, policy updates include discipline, health assessments, pesticide application, minor changes needed due to new legislation, FMLA. F&P did review and recommend some language be added to the Soliciting Bids policy 3323, in the event we cannot obtain 3 bids in a reasonable amount of time.

F. Fiscal & Plant: No report, items addressed earlier on the meeting agenda.

G. Technology: No report

#### 10. SECOND AUDIENCE FOR CITIZENS

None

#### 11. REVIEW LEGAL OPINIONS UNDER ATTORNEY/CLIENT PRIVILEGE (Executive Session Anticipated, Action Anticipated)

Motion made by Charles Bruckerhoff (8:40 PM) to enter into executive session to receive attorney opinion regarding Regional Board member terms and a personnel matter. Interim Superintendent Dr. Colette Traylor was invited to attend. Jennifer Nelson seconded the motion and it passed unanimously.

The Board took a brief recess before entering the session.

The Board came out of executive session at 9:28 PM.

#### 11a. Regional Board Member Terms:

The board discussed the request of the three selectmen to consider changing voting patterns and lengths of terms for regional board membership in light of opinion received from Atty. Sommaruga. The board expressed concern over:

1. The strengths and weaknesses of current Town Meeting elections vs. traditional November elections.
2. Concern regarding impact of meetings for Brooklyn negotiations coupled with required meetings to warn and notice townspeople of change in voting protocol.
3. Need for legislative body of towns to initiate request to study question.

Christina Moore moved to take no action on the change of terms of office. George Askew seconded the motion and it passed unanimously.

Christina Moore moved to direct the chair to send an acknowledgement of the receipt of the request and inform the current selectmen of the discussion this evening. George Askew seconded the motion and it passed unanimously.

11b. Jennifer Nelson moved to authorize CIRMA to negotiate the employment separation and release and waiver agreement discussed in executive session, as amended, subject to agreement by the Union. George Askew seconded the motion and it passed unanimously.

Christina Moore moved to adjourn the meeting (9:57 PM), seconded by Jennifer Nelson.

Recorded by:  
Jennifer Barsaleau