Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.

REGIONAL DISTRICT #11
BOARD OF EDUCATION
Chaplin, Connecticut
Special Meeting Minutes
January 7, 2014

Chairperson Steve Dunn called the meeting to order at 6:10 PM. Present were Board members Kate Donnelly, Sally Ireland, George Askew, Judy Moulton, Jennifer Nelson, Kathleen O'Callaghan and Lisa Rose. Also present were Superintendent Ken Henrici, and Principal Dori Smith. Unable to attend was Board member Stephanie Harrington.

The Board recited the Pledge of Allegiance

2. **COMMUNICATION WITH THE AUDIENCE:** No Report

3. **WRITTEN COMMUNICATIONS TO THE BOARD:**
   A letter was received by Hampton Elementary School Board of Education Chairman John Burnham regarding a possible cooperative transportation agreement. This item will be discussed under item 9B Shared Services.

4. **Proposal of Grade 8 Field Trip to Washington D.C. in April 2015**
   Certified staff member Scott Yeo and parents Kathy Freed and Danielle Sward presented a proposal to the Board with a tentative itinerary for a three day two night field trip to Washington D.C. The proposal included costs (approximately $500 per student) and scholarship information and fundraising ideas. Kate Donnelly expressed concern for those students who may not be able to afford the trip; would there be provisions for them to go. Jennifer Nelson echoed Kate's concerns expressing it must be available for all students to participate. The Field Trip Committee assured the Board that they would keep the Board apprised of fund raising efforts during the coming months.
   George Askew made a motion to approve the proposal for the grade 8 fieldtrip to Washington D.C. in the spring of 2015 as presented with the stipulation to make every effort for the trip to be available and affordable to all students. The motion was seconded by Judy Moulton and passed unanimously.

5. **Approval of Minutes: November 19, 2013**
   Motion to approve the minutes of November 19, 2013 was made by Jennifer Nelson with the following corrections: Item 10b should read "agendas and minutes from Central Office Committee not being sent" and item 10D should read "would like to see less pictures". ***The motion was seconded by George Askew and passed unanimously.***

6. **Approval of Financial Statement:**
   Motion to approve the Financial Statement was made by George Askew, seconded by Jennifer Nelson, and passed unanimously.

7. **Administrative Reports/Administrative Requests for Board Action**
   - **A. Principal: None**
   - **B. Superintendent:**

1. Windham Tuition Agreement Update:
   One Windham student withdrew from Parish Hill due to lack of transportation.
2. School Technology Grant Enhancements:
   The $42,000 grant that was awarded is being spent on added security cameras and keyless access for staff.
3. Vertical Teaming Update: Next Meeting- January 9
   The Principals will meet at Hampton Elementary School to focus on Reading and Math.
4. New Brooklyn Tuition Student- SY 14-15
   A Ninth grader from Brooklyn will be enrolled at Parish Hill in the fall. An agreement has been made with M & J Bus Company to pick up/drop off the student on the Brooklyn Hampton town line.
5. SPED Director, School Nurse
   Both new staff members are working very well.
6. School Self Study- Milone and MacBroom
   Information gathering is starting to take place.
7. Budget Timeline; FY 14-15 Budget Discussion Outlook
   The final budget will be adopted by the Board in March. There will be a public hearing on April 8th and a second Public hearing on May 7 with a referendum to follow.
   A Challenging budget year with staff increases of approximately 3% and increases in insurance and the Affordable Healthcare Act.

8. Committee Reports/Requests for Board Action:

A. Fiscal & Plant:
None

B. Educational & Board Policies:
Meeting to be scheduled

C. Central Office Committee:
The December 18th meeting was cancelled and has been rescheduled for January 13 at 6:00.
Jennifer Nelson expressed she was disappointed that the December meeting was cancelled.

D. Technology:
No meeting date set at this time.

9. Other Information Items:

A. Personnel and Supervision: None

B. Shared Services:
Jennifer Nelson stated that there should be a joint meeting of all four Boards of Education in the Region to discuss expenses and develop a plan to control costs.
Kate Donnelly made a motion to endorse Hampton Board of Education Chair John Burnham's proposal to explore a cooperative transportation agreement. The motion was seconded by Judy Moulton and passed unanimously.
Kate Donnelly suggested that the Shared Services Committee send a letter to the other three boards of education to schedule a meeting.

10. Superintendent Evaluation:
Superintendent Henrici distributed the evaluation instrument the Board used last year along with a report of accomplishments from the past year.
George Askew made a motion to adopt the same evaluation instrument as used last year with the addition of a numerical value of 1-5 to be used in each section, and the final compilation of the evaluation will include a "consensus summary" instead of "comments". The motion was seconded by Sally Ireland and passed unanimously.

11. Additions to Agenda:

1. Discuss need for posting FOI for Committee Meetings
2. Discuss speaker presentations from the community to students

12. Second Audience for Citizens: None

13. Executive Session-Reduction in Force-Paraprofessional: None

14. Adjournment:

Motion to adjourn (7:40 PM) was made by Judy Moulton, seconded by Sally Ireland and carried unanimously.

Respectfully Submitted by Lisa Rose
Recording Secretary