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
Meeting Minutes
January 28, 2014

Chairperson Steve Dunn called the meeting to order at 7:04 PM. Present were Board members Sally Ireland, George Askew, Judy Moulton, Kathleen O'Callaghan and Lisa Rose. Administrators present were Superintendent Ken Henrici and Principal Dori Smith. Unable to attend were Board members Jennifer Nelson, Stephanie Harrington and Kate Donnelly.

The Board recited the Pledge of Allegiance.

2. **COMMUNICATION WITH THE AUDIENCE:** None

3. **WRITTEN COMMUNICATIONS TO THE BOARD:** None

4. **STUDENT REPORT:**
Patrick Dunn presented the student report. His Human Communications class entered a DMV competition to create a 25 second public service announcement to persuade the public to drive safe and abide by the law. They filmed clips with cars in various scenes of distraction and went to Charter Communications to edit and add music and text. The winners of the competition will receive IPads. The video room received a grant to update the equipment which will enhance student experiences in future competitions.

5. C**APSS STUDENT-LEADER AWARDS-RILEY ARAUJO AND ALARIK MORRIS:**
Superintendent Henrici, Principal Smith and Chair Steve Dunn presented plaques to CAPSS Student Leaders Riley Araujo (could not attend tonight's meeting) and Alarik Morris who were previously recognized at RHAM High School. These students are the best of the best and involved in the school, the community and sports.

6. **BUSINESS DEPARTMENT PRESENTATION-ZACHARY PALMER:**
Zachary Palmer presented overview of events with the math department.
- Billy Lehoux attended the Connecticut Youth Finance Education Institute.
- A personal finance class conference workshop was held in May.
- Career Day was held in November with 33 careers represented. Students wrote thank you notes to the speakers.
- There were guest speakers in the accounting course.
- There is a new financial algebra class that will model a business.

7. **APPROVAL OF MINUTES: JANUARY 7, 2013:**
Motion to approve the minutes of January 7, 2013, was made by George Askew with the following correction: In the November 19, 2013 minutes, Item #10b should read – Jennifer Nelson expressed concerns with agendas and minutes from Central Office Committee not being sent to the towns of Scotland and Hampton. Superintendent Henrici reported that agendas and minutes have been sent to

the town hall. Item #10D should read – Kathy O'Callaghan was very pleased with the last issue and would like to see more content. ***The motion was seconded by Judy Moulton and carried with the following vote:***
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.

8. FY 12-13 AUDIT PRESENTATION:
Darin Offerdahl and Jason Michaud from MAWC presented the FY 12-13 audit which was a clean audit.
Motion to approve the FY 12-13 Audit as presented by MAWC, was made by Sally Ireland, seconded by Lisa Rose and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.

9. APPROVAL OF FINANCIAL STATEMENT:
Motion to approve the Financial Statement, was made by Lisa Rose, seconded by Sally Ireland and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.

10. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

- Mid-term exams are finished.
- The 102nd Army Band will perform a free concert on February 8th at 7pm.
- The musical "Fiddler on the Roof" will be held on February 28th at 6:30pm, March 1st at 2pm and 7pm and March 2nd at 7pm.
- CAPT/CMT testing will begin on March 4th.

B. Superintendent:

1. Windham Tuition Agreement Update:
   A Windham student has withdrawn from Parish Hill due to transportation.
2. School Security Safety Committee:
   A meeting will be held in February to assess the security and make suggestions to make the school more secure.
3. Allied Health Meeting with UCONN Vertical Teaming Update:
   A meeting was held with the Interim Director of UCONN regarding entering into a partnership to possibly launch an environmental science course and wilderness emergency response certification as an early college experience. The issue will be discussed at a UCONN faculty meeting.
4. FY 14-15 Budget:
   A preliminary budget is being developed and salaries and insurance will account for a 2% increase.
5. Bring Your Own Device (BYOD) Survey:
   Most students have their own device with a wireless access point and are excited about a new policy. The survey results will be shared with the Policy Committee.
6. School Self Study – Milone and MacBroom:
   The consulting firm requested student identification and addresses to study population density patterns. They will only be provided with street names and grades of students.
7. Vertical Teaming Meeting – Principals – Held on January 9:
   The main focus was on the writing process.
8. Board Member Request for Educational Acronyms:

The Board was presented with acronyms for the budget and special education.

Clare D'Appollonio presented information on the possibility of an EMT program for students to be held at Parish Hill and paid for by area fire departments.

The following two coaches with exemplary service to Parish Hill have resigned: boys high school assistant coach Marc Ayotte and boys middle school soccer head coach Shawn Hardegen.

11. OLD BUSINESS/NEW BUSINESS:

A. Tentative Approval of Policies:

a. #6146.1 Grading/Assessment Systems/Weighted Grades:

b. #6154 Homework/Make-Up Assignments:

Motion for tentative approval of Policy #6146.1 Grading/Assessment Systems/Weighted Grades and Policy #6154 Homework/Make-Up Assignments, was made by George Askew, seconded by Judy Moulton and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.

George Askew commended the Policy Committee for their work on the policies.

B. Discussion of Freedom of Information Act: Tabled until the next meeting

C. Discussion of Potential Guest Speakers for High School:
Kathy O'Callaghan asked about a potential speaker from the Homeless Shelter. Principal Smith reported that it is challenging to work in guest speakers while maintaining classroom integrity. Five seniors want to present to the entire school for their Capstone projects and one is related to the homeless.

D. Feasibility of a Business Manager Position:
Discussion was held regarding a Business Manager position and responsibilities that was discussed at a previous Central Office meeting. Kathy O'Callaghan asked for a copy of the Central Office compact and bylaws.

A letter of resignation was received from Math Teacher Kathleen Sundberg.
Motion to accept letter of resignation from Kathleen Sundberg, was made by Judy Moulton, seconded by Sally Ireland and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.

12. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION: Need info on all

A. Fiscal & Plant:
The Fiscal & Plant Committee recommended approval of the Financial Statement. Discussion was held regarding problems with the roof over the girls' side of the gym and the coach's office; boiler replacement and $1,200 blowers needed for the heaters in each classroom.

B. Educational & Board Policies:
The Committee needs to meet to focus on BYOD (Bring Your Own Device) Policy.

C. Central Office:
A meeting will be held on Monday, February 3rd.

D. Technology: No Report

13. OTHER INFORMATION ITEMS:

A. Personnel and Supervision: No Report

B. Shared Services: No Report

C. Allied Health:
Students will be surveyed for interest. Clare D'Appollonio presented information on possible EMT program paid for by area Fire Departments and held at Parish Hill.

D. Newsletter:
A meeting will be held on February 6th.

E. CABE/EASTCONN: No Report

14. ADDITIONS TO THE AGENDA: None

15. SECOND AUDIENCE FOR CITIZENS:
Scotland Selectperson Clare D'Appollonio thanked the Board for allowing her to speak about the EMT program.

Kathy O'Callaghan asked the Board to table the Superintendent Evaluation due to absent Board members. The Superintendent asked to move forward with the process in a timely manner.

16. EXECUTIVE SESSION – SUPERINTENDENT EVALUATION:
Motion to enter into Executive Session (9:02 PM) for the purpose of discussing several Personnel Issues and the Superintendent Evaluation and invite the Superintendent to attend, was made by George Askew, seconded by Sally Ireland and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, K. O'Callaghan.
Superintendent Henrici and Kathy O'Callaghan left Executive Session at 9:13 PM.
The Board came out of Executive Session at 9:25 PM.

17. ADJOURNMENT:
Motion to adjourn (9:25 PM) was made by Sally Ireland, seconded by George Askew and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Secretary