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
February 18, 2014

Chairperson Steve Dunn called the meeting to order at 7:08 PM. Present were Board members George Askew, Judy Moulton, Jennifer Nelson, Stephanie Harrington and Lisa Rose. Administrators present were Superintendent Ken Henrici and Principal Dori Smith. Unable to attend was Board members Kate Donnelly, Sally Ireland and Kathleen O'Callaghan.

The Board recited the Pledge of Allegiance.

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

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

4. **STUDENT REPORT:** No Report

5. **APPROVAL OF MINUTES: JANUARY 28, 2014**
   Motion to approve the minutes of January 28, 2014, was made by George Askew, seconded by Lisa Rose and carried with the following vote:
   YES: J. Moulton, G. Askew, S. Dunn, L. Rose, J. Nelson.
   ABSTAIN: S. Harrington.

6. **APPROVAL OF FINANCIAL STATEMENT:**
   Motion to approve the Financial Statement, was made by Lisa Rose, seconded by Judy Moulton and carried with the following vote:
   YES: J. Moulton, G. Askew, S. Dunn, L. Rose, S. Harrington, J. Nelson.

7. **ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:**
   A. Principal:
   - Mid-year teacher conferences are challenging as they prepare for the final evaluation in June. Teachers need 50-70 pieces of evidence to support the final evaluation which is labor intensive.
   - CAPT/CMTs will begin in March.
   - In preparation for the NEASC visit, subcommittees have been formed for each standard. There will be a workshop in the spring for the self-study process.
   - "Fiddler on the Roof" will open on Friday, February 28th and is expected to have a full house. Please contact Melissa Cannon for advance tickets.

   Scotland First Selectman Dan Syme will meet with legislators to discuss concerns about the Teacher Evaluation which is mandated, time consuming and expensive.

B. Superintendent:

1. Windham Tuition Agreement Update:
   There are 5 additional 7th grade students through the extended lottery. Students will progress through to 12th grade for continuity in education. The district will benefit with increased enrollment and revenue.
2. School Security Safety Committee:
   The School Security Safety Committee includes the State Trooper and Director of Maintenance and will assess security and make recommendations.
3. FY 14-15 Budget: Will be presented later on the agenda.
4. Bring Your Own Device (BYOD) Survey; Policies/Technology Committee:
   The Committees will meet soon to review survey results.
5. School Self Study-Milone and MacBroom:
   All requested information was sent to Milone and MacBroom. There are upcoming meetings.
6. Teacher Evaluation Update:
   There was limited teacher input with the Evaluation model. The Governor has put a hold on Teacher Evaluations and provided revised guidelines. There will be one formal observation every three years and three semi-formal observations every year. The reflection piece will be time consuming gathering data. A data management system will be used for the observation piece. Districts will have to get on board by March 30th.
7. Potential Student – South Windsor:
   A South Windsor student wants to attend Parish Hill and can be provided an education without additional costs. South Windsor will pay tuition and tutoring costs for a total of approximately $26,000 (would be prorated for this year).
   Motion to proceed and make accommodations for South Windsor student recommended by Superintendent Henrici and Principal Smith, was made by George Askew, seconded by Judy Moulton and carried with the following vote:
   YES: J. Moulton, G. Askew, S. Dunn, L. Rose, S. Harrington, J. Nelson.

   Proposed new laws include: lowering the threshold for the Excess Cost Grant and state funding for sending districts for Magnet Schools.

8. OLD BUSINESS/NEW BUSINESS:

A. Discussion of Preliminary FY 14-15 Budget

Superintendent Henrici presented an overview of the preliminary budget which has a 1.74% increase. The increase is impacted by the following: health insurance (projected with a 17% increase), contractual salaries, Magnet School tuition, workers compensation liability and projected reduction in transportation grant. Jennifer Nelson asked about the achievement gap between special education and regular education. Principal Smith reported that it is addressed with SRBI.

B. Discussion of Preliminary FY 14-15 School Calendar

The Board was presented with the preliminary School Calendar that mirrors EASTCONN with the same start date, teacher prep day, holidays, February vacation, April vacation and most Professional Development days. The last day of school will be different due to the total number of school days. There are no built in snow days. They will be added to the end of the school year.

9. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION:

A. Fiscal & Plant:
Fiscal & Plant recommended approval of the Financial Statement. Discussion was held with the Maintenance Director regarding the heating system, boiler and small section of the roof. Steve Dunn will do research for local engineers. George Askew commended Steve Dunn for his expertise.

B. Educational & Board Policies:
A meeting will be held with the Technology Committee.

C. Central Office: No Report

D. Technology: No Report

10. OTHER INFORMATION ITEMS:

A. Personnel and Supervision: No Report

B. Shared Services: No Report

C. Allied Health:
An EMT program is very important to fill a glaring need. Superintendent Henrici will follow-up with UCONN.

D. Newsletter:
The Committee hopes to have a draft copy of the newsletter by the end of the month.

E. CABE/EASTCONN:
George Askew has difficulty with transportation to the EASTCONN meeting and asked for another Board member to take his place.

11. ADDITIONS TO THE AGENDA:
George Askew suggested investigating the possibility of a Business Manager. Jennifer Nelson doesn't feel it is in the best interests of the taxpayers.
Motion to add to agenda Discussion of Business Manager, was made by George Askew, seconded by Lisa Rose and carried with the following vote:
YES: J. Moulton, G. Askew, S. Dunn, L. Rose, S. Harrington, J. Nelson.
The Board was presented with contract agreement for the Financial Consultant and will compare it to Business Manager with expected responsibilities for discussion at the next meeting.

12. SECOND AUDIENCE FOR CITIZENS: None

13. EXECUTIVE SESSION – UPDATE ON PERSONAL/MEDICAL LEAVE STATUS OF FACULTY MEMBERS:
Motion to enter into Executive Session (9:02 PM) for the purpose of discussing Update on Personal/Medical Leave Status of Faculty Members and invite the Superintendent to attend, was made by Judy Moulton, seconded by George Askew and carried with the following vote:
YES: J. Moulton, G. Askew, S. Dunn, L. Rose, S. Harrington, J. Nelson.
The Board came out of Executive Session at 9:15 PM.

14. ADJOURNMENT:

Motion to adjourn (9:15 PM) was made by George Askew, seconded by Judy Moulton and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Secretary