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
April 8, 2014

Chairperson Steve Dunn called the meeting to order at 7:00 PM. Present were Board members Kate Donnelly, Sally Ireland, George Askew, Judy Moulton, Jennifer Nelson, Kathleen O'Callaghan and Lisa Rose. Administrators 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:
The Board welcomed Boy Scout Troop #93 who came to observe the meeting.

3. WRITTEN COMMUNICATIONS TO THE BOARD:
A letter was received from Joe Courtney regarding a Personnel matter that will be discussed in Executive Session.

4. STUDENT REPORT:
Junior Kevin presented the Student Report. He is looking into pursuing a career in Human Services based on his experiences as a special education teacher's assistant on the recommendation of Mr. Miller from Guidance. He loves the job and exhibits good behavior to be a good role model for the students. In addition, Kevin better understands the meaning of true education through AP English that improves communication skills. Kathy O'Callaghan commended Mr. Miller for his recommendation.

5. FY 14-15 BUDGET:
The budget has been presented with a Public Hearing prior to tonight's meeting. Superintendent Henrici presented Assessment Cost Comparison by Town with three options to offset assessments. The Board was asked to consider offsetting the 2014-2015 assessments by $50,000 based on the undesignated fund balance as recommended by the Financial Consultant. $20,000 will be transferred into the capital non-recurring fund to be used to address the boiler and roof issues. Jennifer Nelson expressed concerns with the amount of the offset being a disservice to taxpayers and suggested an offset of $100,000.
Motion to approve $50,000 from the undesignated fund balance to offset the 2014-2015 town assessments, was made by Judy Moulton, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose.
NO: J. Nelson, K. O'Callaghan.

6. APPROVAL OF MINUTES: March 18, 2014
Motion to approve the minutes of March 18, 2014, was made by Judy Moulton with the following correction: Item #5 should read – The Teacher Evaluation Committee approved flexibility option of one formal observation and one informal observation every year. Item #8 – correct the spelling of

Old Business/New Business. ***The motion was seconded by Lisa Rose and carried with the following vote:***
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, K. O'Callaghan.

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

8. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

- AP testing will start the beginning of May.
- Upcoming events include the following:
  - Band Concert on May 13th
  - Vocal Concert On May 28th
  - Senior Citizen Breakfast on May 21st
  - Underclassmen Semi-formal on May 10th
  - Junior/Senior Prom on May 17th

B. Superintendent:

1. Teacher Evaluation Plan – Update:
   The Flexibility Option for the Teacher Evaluation Plan was approved by the state.
2. Long Term Capital Improvement Plan:
   The Long Term Capital Improvement Plan will be discussed later on the agenda by Fiscal & Plant with a main focus on the roof and the boiler.
3. Windham STEM Magnet:
   There is a 3-year phase in for Windham STEM Magnet school students with grade 3 and grade 7 to be phased in for 2014-2015. There is a potential of four 7th grade students for Parish Hill with no notification at this time.
4. BYOD Policy: Will be discussed later on agenda by Educational & Board Policies Committee.
5. Boiler/Roof Update: Will be discussed later on agenda by Fiscal & Plant Committee.
6. Milone and MacBroom Self-Study: Will be discussed later on agenda

9. OLD BUSINESS/NEW BUSINESS:

A. Approval of Senior Class Trip and Graduation Date:
Senior Class Advisor Kathy Markland presented Graduation date of Friday, June 20th and Junior/Senior Class Trip on June 2nd. The Junior/Senior picnic would be combined to one outing at High Meadows Resort in Granby along with students from other high schools. The resort is open from 9-4pm and includes a pool with a lifeguard, security, a DJ, six different buffets and many activities.
Motion to approve Graduation Date of June 20th and Junior/Senior Class Trip to High Meadows Resort on June 2nd, was made by Sally Ireland, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, K. O'Callaghan.

B. Board Approval of Continued Participation in Healthy Food Certification Program:

Motion to approve Continued Participation in Healthy Food Certification Program, was made by George Askew, seconded by Kate Donnelly and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, K. O'Callaghan.

C. Feasibility of a Business Manager:
Motion to table Feasibility of Business Manager until the May meeting, was made by Lisa Rose, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, K. O'Callaghan.

10. COMMITTEE REPORTS/REQUESTS FOR BOARD ACTION:

A. Fiscal & Plant:
Discussion was held with Maintenance Director Jay Pytel regarding the 5-year long term capital improvement plan (a copy was presented to the Board). The big ticket items are the boiler and the roof. Other repairs can be moved around pending funding. A John Manville representative offered options for the roof and will be responsible for the bidding process. The estimate to fix the roof is approximately $50,000 for 7,500 square feet. The estimate to replace the boiler is approximately $170,000 with 5-year financing. Mr. Pytel asked for a revised estimate as he can do the electrical work. In addition, the Committee discussed the fund balance and approved the Financial Statement and Maintenance Report.

B. Educational & Board Policies:
The Educational & Board Policies Committee met with the Technology Committee to review the BYOD Policy and survey results that had positive feedback. No changes were made to the existing BYOD Policy. The Policies Committee will seek advice and revise the Management of the Activities Fund.

C. Central Office: Will meet this month.

D. Technology: Covered under Educational & Board Policies report.

11. OTHER INFORMATION ITEMS:

A. Personnel and Supervision: No Report

B. Shared Services:
The first meeting of the School Study Committee was held with a great amount of data provided that included projected enrollment and financial data. The towns were color coded and broken down into pre-arranged groups. Discussion was held regarding the pros and cons of the present schools in addition to long term goals. Minutes and information presented is available on the three town websites. The Committee will meet the 4th Tuesday of every month with the next meeting to be held on May 27th.

C. Allied Health:
UCONN would like to meet to discuss Allied Health.

D. Newsletter:
The next issue will include the budget and be sent out before the referendum.

E. CABE/EASTCONN:
Jennifer Nelson asked to be registered for the CABE Legislative Wrap-up on May 13th.

12. ADDITIONS TO THE AGENDA: None

13. SECOND AUDIENCE FOR CITIZENS: None

14. EXECUTIVE SESSION – UPDATE ON PERSONAL/MEDICAL LEAVE STATUS OF TWO FACULTY MEMBERS; UPDATE ON EMPLOYMENT STATUS OF NON-CERTIFIED EMPLOYER; UPDATE ON STUDENT DISCIPLINE:
Motion to enter into Executive Session (7:52 PM) for the purpose of discussing Update on Personal/Medical Leave Status of Two Faculty Members; Update on Employment Status of Non-Certified Employer and Update on Student Discipline, was made by George Askew, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, K. O'Callaghan.
The Board came out of Executive Session at 7:57 PM.

15. ADJOURNMENT:
Motion to adjourn (7:57 PM) was made by Judy Moulton, seconded by Sally Ireland and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Secretary