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.

CHAPLIN, HAMPTON, SCOTLAND AND REGIONAL DISTRICT #11
BOARD OF EDUCATION
Chaplin, Connecticut
Meeting Minutes
May 17 2016

Chairperson Steve Dunn called the meeting to order at 7:03 PM. Present were Board members Kate Donnelly (7:59 PM), Sally Ireland, Judy Moulton, Jennifer Nelson, Kathleen O'Callaghan (7:18 PM) and Stacy Foster. Administrators present were Superintendent Ken Henrici and Principal Brian Tedeschi. Unable to attend was Board members George Askew and Stephanie Harrington.

The Board recited the Pledge of Allegiance.

Motion to move Item #5-9 to here as Item #1A-E, was made by July Moulton, seconded by Stacy Foster and carried with the following vote:
YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster.

1. **A. CABE STUDENT LEADER AWARDS – ISAIAH DAVIS, CASSIDY MARTIN, MAXIMILIEN BLANCHARD, ELIZABETH SWEAT**
   B. CAS/CIAC SCHOLAR LEADER AWARDS – BENJAMIN CARD, ELIZABETHSWEAT
   C. CAS/CIAC SCHOLAR ARTIST AWARDS – EMMA BURNHAM, ALLISON BOURASSA
   D. CAS/CIAC SCHOLAR ATHLETE AWARDS – LYDIA KINZER, ZACHARY SHOLES
   Superintendent Henrici, Principal Tedeschi and Chair Steve Dunn honored the above listed students and presented plaques for their leadership in the school and the community.

   E. MOST IMPROVED STUDENT AWARD – WILLIAM O'CONNOR:
   Superintendent Henrici, Principal Tedeschi and Chair Steve Dunn honored William O'Connor and presented him with a plaque for most improved student.

2. **COMMUNICATION WITH THE AUDIENCE:**
   - Mrs. Martin expressed concerns with Board member support of the school and students.
   - Clare D'Appollonio expressed concerns with discussion of the budget not included on the agenda. Superintendent Henrici reported that there is a budget meeting scheduled for May 24th.
   - Kathy Donahue would like to see adjustments to the budget.
   - Kathy O'Callaghan requested the Financial Consultant be present at the budget meeting.
   - Joe Savino asked about the transportation contract as equipment needs to be ordered.

3. **WRITTEN COMMUNICATIONS TO THE BOARD:**
   Letters were received from Hampton Board of Education Chair Rose Bisson and Scotland Board of Education Chair Sherry Smardon requesting an Addition/Withdrawal Study by the RD11 Board of Education.

4. **STUDENT REPORT:** None

5. **CABE STUDENT LEADER AWARDS – ISAIAH DAVIS, CASSIDY MARTIN, MAXIMILIEN BLANCHARD, ELIZABETH SWEAT:**
6. **CAS/CIAC SCHOLAR LEADER AWARDS – BENJAMIN CARD, ELIZABETH SWEAT:**
7. **CAS/CIAC SCHOLAR ARTIST AWARDS – EMMA BURNHAM, ALLISON BOURASSA:**
8. **CAS/CIAC SCHOLAR ATHLETE AWARDS – LYDIA KINZER, ZACHARY SHOLES:**
9. **MOST IMPROVED STUDENT AWARD – WILLIAM O'CONNOR:**
   Items#5-6 move to Items #1A-E

10. **APPROVAL OF APRIL 5, 2016 MINUTES:**
    Motion to approve the April 5, 2016 minutes, was made by Judy Moulton with the following corrections: The minutes were submitted by Stacy Foster. Item #12 - change Personnel Issue to Non Employment Status. ***The motion was seconded by Stacy Foster and carried with the following vote:***
    YES: J. Moulton, S. Dunn, J. Nelson, S. Foster.
    NO: K. O'Callaghan.
    ABSTAIN: S. Ireland.
    Kathy O'Callaghan asked about written documentation on the Superintendent Contract and Compensation requested by Kate Donnelly. Superintendent Henrici reported that a legal opinion was shared previously.

11. **APPROVAL OF FINANCIAL STATEMENT:**
    Motion to approve Financial Statement as recommended by Fiscal & Plant, was made by Judy Moulton, seconded by Sally Ireland and carried with the following vote:
    YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

12. **ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:**
    A. Principal:
    - JR/SR Prom was held at the Manchester Country Club with several compliments received on how well behaved the students were.
    - The Senior Citizen Breakfast will be held tomorrow May 18th at 9am.
    - The Spring Chorus Concert will be held May 18th at 6pm.
    - The Band Concert will be held on May 25th.
    - The Senior Capstone Fair will be held on May 26th.
    - The High School Baseball team has qualified for the state tournament (first time since 1999).
    - The Golf Team is on their way to a Conference Title.
    - The Girls Softball Team has an opportunity to qualify for the state tournament.
    - The Chorus received a Gold in the Six Flags Music Festival, The Chamber Ensemble received a Platinum (the highest award) and the Band received a Gold (only few points away from a Platinum).
    - The Empty Bowl Project was selected for the 2016 Challenge to Education Award and will be honored on June 2nd.

    B. Superintendent:

- The School Security Audit was held on May 4th and is in good shape. Many recommendations were made including reconfiguring the front entry which will be done in-house.
- Grade 11 took SATs in lieu of SBAC and scored well with 22% of students scoring over 600.
- All Board members are cordially invited to the Senior Center Breakfast on May 18th.
- There were 25 different careers presented on Career Day.
- The ECS Grant reduction was lower than expected. The Transportation Grant was eliminated (approximately $25,000 for RD11).
- The administration is working hard to reduce the FY 16-17 budget and reduce the assessments by a higher amount.

13. OLD BUSINESS/NEW BUSINESS:

Motion to add to agenda Discussion of Bus Transportation Bid, was made by Jennifer Nelson, seconded by Judy Moulton and carried with the following vote:
YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.
One bid was received from Savino Transportation.
Motion to award Transportation Contract to Savino Transportation, was made by Jennifer Nelson, seconded by Sally Ireland and carried with the following vote:
YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

A. Four Boards of Education Meetings and Subcommittee Meetings - Update:
Discussion was held regarding regional cooperation, what study to ask for and continuing meeting as Four Boards. The next meeting is scheduled for June 2nd at Scotland Elementary at 7:30 PM.

B. Amendments to Region 11 Paraprofessionals Contract:
Motion to approve amendments to Region 11 Paraprofessionals Contract (section D & E of Article 4 Insurance and Section D from Appendix I), was made by Sally Ireland, seconded by Stacy Foster and carried with the following vote:
YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster.
NO: K. O'Callaghan.

C. Proposed Cafeteria Wages/Salaries for 2016-17:
The cafeteria has run in the black for the past eight years with all expenses coming from revenue. Jennifer Nelson would like to see procedure for cafeteria budget in the red before voting.
Motion to approve Cafeteria Wages/Salaries for 2016-17, was made by Stacy Foster, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, S. Foster, K. O'Callaghan.
ABSTAIN: J. Nelson.

D. EVA Award Nominations:
Motion to move EVA Award Nominations to Executive Session as Item #16B, was made by Sally Ireland, seconded by Stacy Foster and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

E. Grade 8 Trip to Washington D.C.:

The 8th grade had another successful trip to Washington, D.C. with visits to many historic places including the Ford's Theater, Lincoln Memorial, the White House and the Tomb of the Unknown Soldier. Students were commended for their good behavior and respect. Fundraising has already begun for next year's trip.

F. Approval of Senior Class Trip and Graduation Date:
Motion to approve Senior Class Trip to Roger Williams Zoo on May 31, 2016, was made by Sally Ireland, seconded by Kate Donnelly and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

Motion to approve Graduation Date of June 10, 2016, was made by Judy Moulton, seconded by Stacy Foster and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

14. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION:

A. Fiscal & Plant:
The Maintenance Report was accepted and the Financial Statement was recommended for approval. The Committee also reviewed 3-year capital improvement needs with a copy presented to the Board. Tentative projects for 16-17 total $87,500 and includes the following: reconfigure the front entry (recommended during the security audit), painting, drop ceilings, complete the well station, replace cafeteria tables, replace library furniture, repair soffits, gym floor. Kate Donnelly commented that the priority should be to make sure the building is safe and clean.

B. Educational & Board Policies: No Report

C. Central Office:
Superintendent Henrici presented information on ruling for health benefits for retirement personnel. He expressed concerns regarding negative comments.

Kate Donnelly asked that the Central Office Budget be opened to re-examine all areas for reductions.

D. Technology: No Report

E. Personnel and Supervision: No Report

F. Shared Services: Discussed already

G. Allied Health: Gathering information

H. Newsletter:
The Committee will meet in the summer.

I. CABE/EASTCONN:

Jennifer Nelson attended a CABE workshop on new laws including a School Funding case that is expected to find in favor of the plaintiffs and transgender laws that may have policy implications.

15. ADDITIONS TO THE AGENDA:

Motion to add to agenda as Item #15A, Discussion of Superintendent Evaluation Procedure, was made by Judy Moulton, seconded by Kate Donnelly and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.

A. Discussion of Superintendent Evaluation Procedure:

The Board requested a job description for the Superintendent and will meet on Thursday, June 16th at 6 PM to discuss the Superintendent Evaluation.

16. SECOND AUDIENCE FOR CITIZENS:

Kathy Donahue suggested the following: tape the Board meetings for documentation for any FOI requests, ask the Central Office Committee to meet and review their budget, review the Central Office Committee compact and asked the Chair to control the meeting when there are adversarial comments.

Bud Smallwood commented on current signed legislation and the Central Office Committee budget being available for further scrutiny. He also asked for a copy of the job description for the Superintendent.

Kate Donnelly requested discussion of taping the meeting be added to next month's agenda per request from two audience members.

Mike Iffland expressed concerns with the lack of control of the meeting, pattern of spinning wheels and how the minutes are posted on the website. He also asked for a copy of the bylaws for the next meeting.

Scotland Chairperson Clare D'Appollonio corrected RD11 portion of COC from 75% to 69%.

B. Executive Session to Discuss EVA Award Nominations:

Motion to enter into Executive Session (9:20 PM) for the purpose of discussing EVA Award Nominations and invite the Superintendent to attend, was made by Stacy Foster, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, S. Foster, K. O'Callaghan.
The Board came out of Executive Session at 9:31 PM.

17. ADJOURNMENT:

Motion to adjourn (9:32 PM) was made by Sally Ireland, seconded by Judy Moulton and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Clerk