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
July 19, 2016

Superintendent Ken Henrici called the meeting to order at 7:00 PM. Present were Board members Steve Dunn, Bud Smallwood, Sally Ireland, Rose Bisson, Jennifer Nelson, Kathleen O'Callaghan, Stephanie Harrington and Stacy Foster. Administrators present was Principal Brian Tedeschi. Unable to attend was Board member Kate Donnelly.

The Board recited the Pledge of Allegiance.

2. BOARD REORGANIZATION:

A. Election of Officers:

Superintendent Henrici opened nominations for Board Chair. ***Stacy Foster nominated Steve Dunn for Board Chair, seconded by Rose Bisson. Kathy O'Callaghan nominated Jennifer Nelson for Board Chair, seconded by Bud Smallwood. The vote to elect Steve Dunn for Board Chair carried with the following vote:***
Steve Dunn: R. Bisson, S. Harrington, S. Foster, S. Ireland, S. Dunn.
Jennifer Nelson: J. Nelson, K. O'Callaghan, B. Smallwood.

Sally Ireland nominated Stacy Foster for Board Vice-Chair, seconded by Steve Dunn. Kathy O'Callaghan nominated Jennifer Nelson for Board Vice-Chair, seconded by Bud Smallwood. The vote to elect Stacy Foster for Board Vice-Chair carried with the following vote:
Stacy Foster: S. Ireland, R. Bisson, S. Dunn, S. Foster, S. Harrington.
Jennifer Nelson: B. Smallwood, J. Nelson, K. O'Callaghan.

Stacy Foster nominated Rose Bisson for Board Secretary, seconded by Steve Dunn. The vote to elect Rose Bisson for Board Secretary carried with the following vote:
YES: B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

Stacy Foster nominated Stephanie Harrington for Board Treasurer, seconded by Sally Ireland. Bud Smallwood nominated Jennifer Nelson for Board Treasurer, seconded by K. O'Callaghan. The vote failed due to a tie with the following vote:
Stephanie Harrington: S. Dunn, S. Ireland, S. Harrington, S. Foster.
Jennifer Nelson: B. Smallwood, R. Bisson, K. O'Callaghan, J. Nelson.
There is no Board Treasurer at this time.

B. Establishment of Regular Meeting Date/Place/Time:

Motion to approve the regular meeting date of the RD11 Board of Education on the third Tuesday of the month at 7pm in the Parish Hill Library except for the April meeting which will be held on April 4, 2017, was made by Jennifer Nelson, seconded by Sally Ireland and carried with the following vote:

YES: B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

C. Committee Appointments:

Personnel & Supervision – Sally Ireland, Rose Bisson, Bud Smallwood
PHHS/Board Policies – Kate Donnelly, Jennifer Nelson
Fiscal & Plant – Rose Bisson, Stephen Dunn, Sally Ireland, Kathleen O'Callaghan
Central Office – Rose Bisson, Sally Ireland, Jennifer Nelson
Board Newsletter/Website – Stephanie Harrington, Sally Ireland
EASTCONN – Jennifer Nelson
Technology – Sally Ireland, Stacy Foster
CABE – Kate Donnelly
Shared Services – Kate Donnelly, Kathleen O'Callaghan, Jennifer Nelson, Rose Bisson
Allied Health – Kathleen O'Callaghan, Sally Ireland

3. COMMUNICATION WITH THE AUDIENCE:

Kathy Donahue requested future meetings be recorded for the community to obtain accurate information.

Joe Savino expressed concerns with hearing Board members speak and asked the Board to consider a sound system.

Mrs. Martin expressed concerns with Jennifer Nelson regarding conflict of interest as Administrative Assistant for the town of Scotland and requested she resign from the Board.

The Board welcomed new Board members Rose Bisson from Hampton and Bud Smallwood from Scotland.

4. WRITTEN COMMUNICATIONS TO THE BOARD:

A letter was received from Superintendent Baran from Scotland regarding appointment of Sherry Smardon as the Scotland representative for the Addition/Withdrawal Study Committee.

A letter was received from Hampton Board Chair Rose Bisson regarding appointment of John Burnham as the Hampton representative to the Addition/Withdrawal Study Committee.

A letter was received from PHACT (PTO) member Michele Bolduc regarding a GoFundMe page to help raise funds for Parish Hill.

A letter was received from Judy Moulton thanking the Board for serving with them.

A letter was received from Hampton First Selectman Alan Cahill and Scotland First Selectman Dan Syme regarding the RD11 Board of Education initiating the procedure to study the Dissolution of RD11.

5. APPROVAL OF JUNE 21, 2016 MINUTES:

Motion to approve the minutes of June 21, 2016, was made by Sally Ireland with the following corrections: Item # 2 – correct spelling of Mike Quick. Item #11 – correct spelling of Rose Bisson.
The motion was seconded by Stacy Foster and carried with the following vote:
YES: B. Smallwood, S. Ireland, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.
ABSTAIN: R. Bisson.

6. APPROVAL OF FINANCIAL STATEMENT:

Approval of the Financial Statement was tabled until the next meeting. Fiscal & Plant could not recommend approval of the Financial Statement due to lack of a quorum.

7. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

- Parish Hill had three floats in the Boom Box parade which was a great show of support by many students, staff and parents.
- The school website is being upgraded to improve interactivity.
- Summer Soccer is being held on Mondays and Wednesdays
- The maintenance crew is in full swing and will be working on new front entrance with a waiting room.
- The staff has been working on curriculum writing in preparation for the NEASC visit.
- There are no new staff.

B. Superintendent:

- Summer projects include the Well Station #2 upgrade (will increase capacity), new front entrance to enhance security based on state police audit, and new drop ceilings with energy efficient lighting (for 4 classrooms with only 1 classroom remaining to be done).
- The Board will be emailed specifics on medical leave for personnel and custodial vacancy.
- Putnam High School was contacted for Allied Health/EMT program and their funding has dried up. Windham Tech is phasing out their program. The Board was asked to consider a detached building that could be built in-house. Bud Smallwood suggested contacting these schools to see if they would be interested in sharing the program for cost savings.
- There are two potential candidates out of 5 applicants for the SPED Director vacancy. Scotland is not interested in sharing services (they outsource through EASTCONN). Hampton needs to do more research before considering sharing resources.
- New Student Data Privacy Law needs to be reviewed by the Policy Committee.
- A check was received from Scotland for town assessments.
- The Addition/Withdrawal of Grades Study Committee will include Board members Bud Smallwood, Steve Dunn and Stacy Foster. The Board Chair will select Board members for the Dissolution Study Committee at the next meeting.

Bud Smallwood expressed concerns with security and response time at the school and suggested having armed security. He asked for written recommendations for the new front entrance. Scotland First Selectman Dan Syme asked about panic buttons in the school. Superintendent Henrici reported that when someone dials 911 for an emergency, every phone in the building emits a loud audible signal.

Jennifer Nelson expressed concerns with the Search Committee for the SPED Director not including a Board member.

8. OLD BUSINESS/NEW BUSINESS:

A. Mission Statement and Goals of the Newly formed PTO/Parish Hill Action Community Team:
Lisa LaBelle presented mission statement and goals of the PTO/PACT that is open to parents and the community. Their goals include engaging Parish Hill students in community service, spreading the word of accomplishments, engaging local government and raising funds. Jennifer Nelson expressed concerns with the tax implications of a GoFundMe page. Steve Dunn suggested checking with the auditor. Rose Bisson suggested reviewing Board policy regarding donations.

B. Four Boards of Education Meetings and Subcommittee Meetings - Update:
The next meeting will be held on Thursday, July 28, 2016 at Parish Hill at 7pm.

C. Acknowledgment of Receipt of the Application for Dissolution of Regional District #11 and Vote to Call for the Appointment of a Committee To Study Issues Relating to the Proposed Dissolution of Regional District #11:
Motion to acknowledge receipt of the application for Dissolution of Regional District #11 and vote to call for the appointment of a Committee to study issues relating to the proposed Dissolution of Regional District #11, was made by Rose Bisson, seconded by Sally Ireland and carried with the following vote:
YES: B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

D. Vote to Authorize the Board Chair to Provide Notice of the Acknowledgment and Call for the Appointment of a Committee to Study Issues Relating to the Proposed Dissolution of Regional District #11:
Motion to authorize the Board Chair to provide notice of the acknowledgement and call for the appointment of a Committee to study issues relating to the proposed Dissolution of Regional District #11, was made by Stacy Foster, seconded by Rose Bisson and carried with the following vote:
YES: B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

E. Request Board Appropriation of a Minimum of $750 to Fund Four Boards of Education Survey:
Request was tabled until the Board has the opportunity to review the final version of the survey.

9. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION:

A. **Fiscal & Plant:**
B. **Educational & Board Policies:**
C. **Central Office:**
D. **Technology:**
E. **Personnel and Supervision:**
F. **Shared Services:**
G. **Allied Health:**
H. **Newsletter:**
I. **CABE/EASTCONN:**

No Report from any of the above listed Committees.

10. ADDITIONS TO THE AGENDA: None

11. SECOND AUDIENCE FOR CITIZENS:

Casey Carancio expressed concerns with negative comments by a Board member and asked for a copy of the code of conduct.

Kathy Donahue suggested the Board participate in a workshop on communication.

Rose Bisson suggested the Board participate in the Lighthouse Project to understand ways to improve student performance and how to function better as a Board.

Mary Decyk thanked the Board for the safety entrance and appreciates notification of updates.

Mike Quick had presented a letter of concerns to the Board at the last meeting and asked when it will be discussed.

Joe Savino reiterated his request for sound at the meetings to better hear Board members speak.

12. ADJOURNMENT:

Motion to adjourn (8:54 PM) was made by Stacy Foster, seconded by Rose Bisson and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Clerk