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 21, 2015

Superintendent Ken Henrici called the meeting to order at 7:00 PM. Present were Board members Steve Dunn, Kate Donnelly (7:05), Sally Ireland, George Askew, Judy Moulton, Jennifer Nelson, Kathleen O'Callaghan, Stephanie Harrington and Stacy Foster. Administrators present were Superintendent Ken Henrici and Principal Dori Smith.

The Board recited the Pledge of Allegiance.

2. BOARD REORGANIZATION:

A. Election of Officers:

Superintendent Henrici opened nominations for Board Chair.

Sally Ireland nominated Steve Dunn for Board Chair, seconded by George Askew. The motion to elect Steve Dunn for Board Chair carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

Sally Ireland nominated Jennifer Nelson for Board Vice-Chair, seconded by Stephanie Harrington. The motion to elect Jennifer Nelson for Board Vice-Chair carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

Jennifer Nelson nominated George Askew for Board Treasurer, seconded by Stephanie Harrington. The motion to elect George Askew for Board Treasurer carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

Stephanie Harrington nominated Stacy Foster for Board Secretary. The motion to elect Stacy Foster for Board Secretary carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

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

Meeting dates were established at the last Board meeting and posted.

C. Standing Committees:

Motion to leave Committee Assignments the same except the noted changes: Board Newsletter (Stephanie Harrington, Judy Moulton, George Askew), PHHS Board Policies

(Kate Donnelly, Jennifer Nelson), Central Office (George Askew, Stacy Foster, Jennifer Nelson), was made by George Askew, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

3. COMMUNICATION WITH THE AUDIENCE:
Kathy Donahue was pleased with the COC minutes archived and asked the Board to post meetings on the front page of the calendar on the home page.

4. WRITTEN COMMUNICATIONS TO THE BOARD: None

5. APPROVAL OF JUNE 16, 2015 MINUTES:
Motion to approve the minutes of June 16, 2015, was made by Jennifer Nelson with the following correction: Item #10B should read – A residency request along with three letters of recommendation from teachers was received from Mrs. Martinez per Policy #5118. ***The motion was seconded by Sally Ireland and carried with the following vote:***
YES: K. Donnelly, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.
ABSTAIN: S. Foster, J. Moulton.

6. APPROVAL OF FINANCIAL STATEMENT:
Motion to approve the Financial Statement, was made by Kate Donnelly, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

7. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:
- The Endecott Survey for the NEASC accreditation visit was received with pleasing results and will be reviewed on the first day of Professional Development.
- The last day of school was an excellent day for data collection for NEASC.
- Several teachers are writing curriculum this summer using Title I Grant funds.
- The Teacher Evaluation Committee meets every Wednesday and will do a final review of the revised plan that is due August 1st.

B. Superintendent:

1. Teacher Evaluation Plan-Update: Covered under the Principal Report
2. Windham MOU Update:
   There are two Windham students coming in to Parish Hill. Transportation has been difficult for some Windham students to continue their enrollment.
3. Certified Staff Update- 15/16:
   Melissa Cannon has resigned as Band teacher and she will be sorely missed. There is a potential candidate for the Band and French position.
4. Summer Project Update:
   Summer projects were shared with the Fiscal & Plant Committee and include the following: Locker replacement in the middle school wing, septic system upgrade, new drop ceilings in six rooms with energy efficient lighting, Library walkway roof (possible trusses to pitch the roof to eliminate ponding), sand the gym floor, dehumidification system to reduce cupping of the floor.

5. Preliminary 15/16 Enrollment Report:
   The Board was presented with a preliminary enrollment report that reflects a big drop in enrollment.
6. Survey of Regional District Superintendents:
   A ten question survey was developed for Regional District Superintendents to determine governance and the impact of decreased enrollment and magnet schools. The results will be shared with the Board at the next meeting.
7. 2015 Legislative Session – School Finance Executive Summary:
   The Board was presented with a copy of the School Finance Executive Summary for review. ECS funding is flat funded for 2015/16.
8. Legislative Program Review and Investigations Committee:
   The General Assembly formed a committee and wants to meet with Superintendents to discuss cooperative agreements for districts.

A preliminary procedure audit was initiated by the First Selectman from Chaplin, Hampton and Scotland regarding assessment ratios.

8. OLD BUSINESS/NEW BUSINESS:

A. Letter of Resignation - Melissa Cannon:

Motion to accept with regret letter of resignation from Melissa Cannon, was made by Sally Ireland, seconded by Stephanie Harrington and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

B. Reports of Four Boards of Education Meeting – Steve Dunn:

The four Boards of Education met with no forward movement or future meeting date. Steve Dunn will email the other Boards to set up a meeting with potential dates of August 11th, August 13th and August 20th. Judy Moulton suggested each Board bring their budget to review for potential savings on shared services. Kathy O'Callaghan asked again for positions and salaries for all employees.

C. Approval of School Safety and Security Plan:

The School Safety and Security Plan was developed by Homeland Security for procedural protocol.
Motion to approve the School Safety and Security Plan, was made by Sally Ireland, seconded by Judy Moulton and carried with the following vote:
YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.
ABSTAIN: K. Donnelly.

D. Discussion of Status of French Program:

The previous candidate who could teach French and Spanish has backed out. There is a new potential candidate who was made aware that French may be eliminated in December when revisited by the Board.

9. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION:

A. Fiscal & Plant:

Discussion was held regarding the Financial Statement, Budget and Maintenance Report.
George Askew was welcomed back.
The Board welcomed new Board member Stacy Foster.

B. Educational & Board Policies: No Report

C. Central Office: No Report

D. Technology:
PowerSchool has PowerLunch for point of sale that will be implemented this year.

E. Personnel and Supervision:
Negotiations are being held for the paraprofessionals.

Kathy O'Callaghan expressed concerns with complaints made during Audience for Citizens that identify specific Personnel. Kate Donnelly suggested having CABE do a presentation to the Board on this issue and invite the elementary Boards to attend.

F. Shared Services: No Report

G. Allied Health: No Report

H. Newsletter:
The Committee reviewed different ideas for the next issue. Stephanie Harrington suggested showcasing the careers of student graduates.

I. CABE/EASTCONN: No Report

10. ADDITIONS TO THE AGENDA:

Motion to add to agenda Executive Session for Personnel Matter as Item #10A, was made by Jennifer Nelson, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

Motion to enter into Executive Session (8:48 PM) for the purpose of discussing Personnel Matter and invite Superintendent Henrici and Principal Smith to attend, was made by Jennifer Nelson, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.
The Board came out of Executive Session at 9:02 PM.

Motion to approve with regret Dori Smith's request to use vacation days to October 1st pending confirmation of retirement, was made by Judy Moulton, seconded by Jennifer Nelson and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, S. Foster, S. Harrington, K. O'Callaghan.

11. ADJOURNMENT:
The meeting adjourned at 9:04 PM.

Respectfully Submitted by Kathleen Scott
Recording Secretary