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
August 16 2016

Chairperson Steve Dunn called the meeting to order at 7:01 PM. Present were Board members Kate Donnelly, Sally Ireland, Rose Bisson, Bud Smallwood, Jennifer Nelson, Kathleen O'Callaghan and Stephanie Harrington. Administrators present were Superintendent Ken Henrici and Assistant Principal Tom McKenna. Unable to attend was Board member Stacy Foster.

The Board recited the Pledge of Allegiance.

2. **COMMUNICATION WITH THE AUDIENCE:**
   Casey Carancio expressed concerns regarding information from the Chaplin First Selectman regarding interest from Woodstock Academy, Lyman and E.O. Smith taking students from Parish Hill if the school closed. Kim Martin submitted an FOI request regarding this issue.

   Hampton First Selectman Alan Cahill reported that letters of interest were received from Lyman, Woodstock Academy and NFA and were forwarded to the Board of Education.

   Dayna McDermott urged Board members that are appointed to the Dissolution Study Committee are not committed to full regionalization and are committed to analyzing data that is statutorily required to be looked at.

3. **WRITTEN COMMUNICATIONS TO THE BOARD:**
   Letters were received from Scotland and Hampton appointing members to the Addition/Withdrawal Committee.

4. **APPROVAL OF JULY 19, 2016 MINUTES:**
   Motion to approve the July 19, 2016 minutes, 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. Harrington, K. O'Callaghan.
   ABSTAIN: K. Donnelly.

5. **APPROVAL OF FINANCIAL STATEMENT:**
   Motion to approve the Financial Statement from July 1, 2016 – July 31, 2016, was made by Jennifer Nelson, seconded by Rose Bisson and carried with the following vote:
   YES: K. Donnelly, B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.
   Approval of the Financial Statements from July 1, 2015 – June 30, 2016 was tabled until the next meeting. Jennifer Nelson requested full financial statements quarterly for comparison purposes.

6. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

Assistant Principal Tom McKenna presented the report in place of Principal Tedeschi who is out on medical leave.

- Looking forward to the start of school and the return of Principal Tedeschi.
- 7th grade orientation will be held Thursday, August 25th from 8:30am -12:45pm.
- The Athletic Parents Meeting will be held on August 29th at 6:30pm. Opening Day for high school athletics is August 25th and Opening Day for the middle school athletics is September 1st.
- Thanks to all the parent volunteers (represented by all three towns) for their work and time at the school.
- Many projects are ongoing including maintenance and technology.

Jennifer Nelson presented information on the Huntington Homestead Scarecrow Decorating Contest on September 17th and encouraged all student to participate.

B. Superintendent:

- Thanks to the PTO and students for volunteering countless hours to paint all the classrooms. They will also be doing landscaping along with Superintendent Henrici.
- Summer projects include: well station #2 online adding to capacity, drop ceilings with energy efficient lighting (one classroom left to do) and security entrance (bullet proof glass was not feasible due to cost and being too close to another door). Bud Smallwood visited elementary school in Glastonbury and discussed their security. The head of the security program will be contacted to see if available to meet with the Board to assess security and help develop protocol. Mr. Smallwood asked the Board to consider armed security.
- The Board was presented with information on the Lighthouse Project that requires a minimum of seven Board members who are committed to three hours per month for training. The project will be discussed at the next meeting.
- A meeting was held with the EMT Manager from Windham Hospital and Scotland First Selectman Dan Syme to forge with Hartford Healthcare and other colleges. Kate Donnelly expressed concerns with pursuing new program with the commencement of the Addition/Withdrawal Study.
- Principal Tedeschi is out on medical leave and hopes to be back at the start of school.
- A wireless microphone system will cost approximately $2,000. Jennifer Nelson suggested adding recording.

7. OLD BUSINESS/NEW BUSINESS:

A. Report by PTO/Parish Hill Action Community Team:

Lisa LaBelle presented update on the PTO/PHACT. Painting was amazing. A GoFundMe page was established with $1,200 raised to date. There is a link on the school website to the GoFundMe page and the Facebook page. Thanks to United Abrasives for their $250 donation. A tent will be setup at the Brooklyn Fair on August 25-28th with the Parish Hill Pirate Ship. Stephanie Harrington thanked all those who volunteer and lead by example.

B. Four Boards of Education Meetings and Subcommittee Meetings - Update:

The next meeting will be held on September 8th at Scotland Elementary at 7pm.

C. Additions to the Agenda – Discussion of CABE email:

The Board was presented with an opinion on Additions to the Agenda from Nick Caruso from CABE. CABE recommends future items for the agenda. Ten districts were polled and none of them have additions to the agenda. Two of the districts have future items for the agenda. Jennifer Nelson and Kathy O'Callaghan expressed concerns with items asked for not included on the following month's agenda. The Board was polled for their opinion on additions to the agenda versus future items to the agenda.

D. Appointment of Director of Special Education – Marcia McGinley:

Superintendent Henrici recommended the appointment of Marcia McGinley as Director of Special Education. She will spend two days at RD11 and one day at Chaplin Elementary. Two days will be spent as Social Worker. Jennifer Nelson requested salary in writing.

Motion to approve Marcia McGinley as Director of Special Education, was made by Sally Ireland, seconded by Stephanie Harrington and carried with the following vote:
YES: K. Donnelly, B. Smallwood, S. Ireland, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.
ABSTAIN: R. Bisson.

E. Appointment of Board Members to Dissolution Study Committee:

Motion to appoint Jennifer Nelson and Stephanie Harrington for the Dissolution Study Committee, was made by Rose Bisson, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.

F. Request Board Appropriation of a Minimum of $750 to Fund Four Boards of Education Survey:

Jennifer Nelson encouraged everyone to complete the survey. Stephanie Harrington suggested posting a reminder to complete the survey on the website.

Motion to approve Board Appropriation of a maximum of $750 to fund the Four Boards of Education Survey, was made by Jennifer Nelson, seconded by Rose Bisson and carried with the following vote:
YES: K. Donnelly, B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.

G. Discussion of Letter to Board:

The Board discussed letter from Michael Quick presented at a previous meeting. He expressed concerns with the dysfunction of the Board, conflict with retirement benefits and the school website. Bud Smallwood suggested dealing with and resolving conflicts and discussing how to appropriately disagree. Stephanie Harrington expressed the need to work together as the Board deals with their split role of responsibility to the students and fiduciary responsibility to the town. Bud Smallwood asked for information regarding retirement benefits conflict in writing from Superintendent Henrici, Steve Dunn and Jennifer Nelson for review and discussion at the next meeting. Rose Bisson asked for a copy of the Superintendent contract as well. The website needs to be reviewed and updated for posting of minutes and technology.

H. Vote for Board Treasurer:

The Board was presented with bylaws regarding weighted votes. Chaplin is 1.3, Hampton is .9 and Scotland is .8. There was a tie in the vote at the last meeting to elect Stephanie Harrington as Board Treasurer. A weighted vote would break the tie. Kate Donnelly asked for a legal opinion on weighted voting.

8. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION:

A. Fiscal & Plant:
The Committee recommended approval of the Financial Statement and accepted the Maintenance Report.

B. Educational & Board Policies:
CABE policies were received with the recent laws that pertain to Student Data & Privacy and Hiring of Personnel who are in direct contact with students (must verify with previous employer any conviction for child abuse, neglect or sexual abuse).

C. Central Office: A meeting will be held soon.

D. Technology:
There are smartboards in every classroom and an upgrade to chrome and infrastructure.

E. Personnel and Supervision: No Report

F. Shared Services: No Report

G. Allied Health: No Report

H. Newsletter: No Report

I. CABE/EASTCONN: No Report

9. SECOND AUDIENCE FOR CITIZENS:
Scotland Selectperson Clare D'Appollonio informed the Board that any discussion of security must be held in Executive Session.

Joe Savino expressed concerns with the lack of a sound system and the amount of time spent working on Michael Quick's letter to the Board.

Michael Quick asked for clarification on the bidding process.

10. EXECUTIVE SESSION – DISCUSSION OF STATUS OF EMPLOYEE:
Motion to enter into Executive Session (10:16 PM) for the purpose of discussing Status of Employee and invite the Superintendent to attend, was made by Sally Ireland, seconded by Kathleen O'Callaghan and carried with the following vote:
YES: K. Donnelly, B. Smallwood, S. Ireland, R. Bisson, S. Dunn, J. Nelson, S. Harrington, K. O'Callaghan.
The Board came out of Executive Session at 10:19 PM.

11. ADJOURNMENT:

Motion to adjourn (10:20 PM) was made by Sally Ireland, seconded by Bud Smallwood and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Clerk