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
September 16, 2014

Chairperson Steve Dunn called the meeting to order at 7:02 PM. Present were Board members Kate Donnelly, Sally Ireland, Judy Moulton, Jennifer Nelson, Kathleen O'Callaghan, Stephanie Harrington and Lisa Rose. Administrators present were Superintendent Ken Henrici, Principal Dori Smith and Financial Consultant Noelle Cormier. Unable to attend was Board member George Askew.

The Board recited the Pledge of Allegiance.

2. COMMUNICATION WITH THE AUDIENCE: None

Motion to add to agenda introduction of new staff, was made by Stephanie Harrington, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

Introduction of New Staff:
Superintendent Henrici introduced the following new staff members to the Board:
Tom Mason – IT Director
Kathy Hunt – Science
Andrea LaChance – Math
Prentice Tracy – English
Andrew Barber - Science

Motion to move item #5 to here, was made by Lisa Rose, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

Technology Department Presentation – Tom Mason:
- Requests were sent out to all the teachers.
- A new smartboard vendor has been located with cost savings and free training.
- State reports are done and sign-up sheets are being maintained.
- Two mobile carts have chrome book installed.
- There is a new copier contract with new equipment that is cheaper than cost of the toners with immediate support available.
- A help desk has been issued with a ticket program.
- Upcoming is practice assessments for Smarter Balance and Cloud storage to expand space for students with integrated Gmail accounts.

Motion to add to agenda request for Non-Resident attendance at Parish Hill, was made by Lisa Rose, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

Mr. Haggett asked that his son be allowed to continue attending Parish Hill High School with plans to move back into the district within two months.
Motion to approve Zachary Haggett to attend Parish Hill as a Non-Resident/Non-Tuition student under provision #4 of Board policy to be revisited in three months, was made by Jennifer Nelson, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

3. WRITTEN COMMUNICATIONS TO THE BOARD: None

4. STUDENT REPORT: No Report

5. TECHNOLOGY DEPARTMENT PRESENTATION – TOM MASON:
Moved up to after Item #2

6. COMMON CORE PRESENTATION:
Principal Smith presented information on the Common Core.

- Smarter Balance will be replacing CAPT/CMT. The SBA is 100% computer based and will be held the last 12 weeks of school for grades 7, 8 and 11.
- Major shifts will be: more complex text with academic language and literacy with evidence from the text, non-fiction versus fiction, more focus and rigor with a conceptual understanding and application of math.
- A presentation was held at Open House.
- Achievethecore.org is a great tool kit to reinforce learning at home.
- "Pathways to the Common Core" by Lucy Caulkins is an easy read and was presented to the staff.
- Students can prepare with recommended 90 minutes of daily reading. Training and practice modules will be available. They will have access to rubrics and be exposed to writing (narrative, informative and argumentative).
- The faculty can prepare by reading the Pathways to the Common Core book. They will have training and practice modules, literacy and writing initiatives, professional development.
- Strong information Technology support is needed.
- The Library Media will need a balance of fiction and non-fiction.
- The curriculum will be reviewed for gaps in alignment with K-12. There will be text recommendations with common core vocabulary.

7. APPROVAL OF AUGUST 26, 2014 MINUTES:
Motion to approve the August 26, 2014 minutes, was made by Lisa Rose, seconded by Sally Ireland and carried with the following vote:
YES: J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.
ABSTAIN: K. Donnelly.

8. APPROVAL OF FINANCIAL STATEMENT:

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

9. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

- Movie Night was held last Friday and not as well attended as previously.
- Teacher Evaluations are in full gear with all teachers included this year.
- Official word has been received on the NEASC visit for October 30-November 2, 2016. Superintendent Henrici is looking into a collapsed visit using technology for more input.
- The Senior Capstone projects are more organized with quality proposals.

B. Superintendent:

1. Common Core State Standards (CCSS):
   The Common Core is an initiative that is the best approach to learning.
2. School Security Grants – Second Round:
   The second round of grants has been submitted and the administration is maintaining an optimistic outlook.
3. Milone and MacBroom Self-Study – Next Meeting – September 23 – 6pm:
   The September 23rd meeting is very important and could impact the future of all four schools. The charge of the group is to narrow options. Information, agendas and minutes are available online on each town's website.
4. 15-16 Health Insurance Renewal:
   A meeting will be held in November or December to review options.
5. District Goals:
   District Goals are to implement Common Core and align with teacher evaluations, revision of school curriculum to conform to Understanding by Design model, and improve and expand parent/community involvement.
6. Heating Oil Lock-in:
   Heating oil has been locked in with a $6,000 savings.
7. Electric Pricing Renewal:
   Electric rates have skyrocketed. Direct Energy was renewed at .099 per kw.
8. 14-15 Magnet School Update:
   There will be a greater impact on the budget for Magnet School tuition with a minimum of 11 students for next year (approximately $50,000).
9. Bus Cameras – Scotland Busses; Bus Routes:
   First Student is doing an analysis on bus routes and times. The Board was asked to reconsider sharing the financial cost of bus cameras with access to flash drives. The Board is not interested.

Jennifer Nelson suggested a community member be included on the Assistant Principal Search Committee. Don Wilson is the Interim Assistant Principal and will be at the next meeting to meet the Board.

10. OLD BUSINESS/NEW BUSINESS:

A. Request Approval of FY 13-14 Budget Transfers and FY 13-14 Budget:

Motion to approve FY 13-14 Budget Transfers and FY 13-14 Budget as presented, was made by Kate Donnelly, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

B. 2014 CAPT/CMT Report - Update:
Discussion was held on the test scores that were presented last month. 7th grade scores were not good comparing to different cohorts. 8th grade scores increased in all four areas. 10th grade decreased in all four areas. Principal Smith presented plan to address the scores with work to be done on aligning curriculum between 6th and 7th grade.

C. Appointment of Athletic Director – John Knot:
Motion to approve appointment of Athletic Director John Knot, was made by Sally Ireland, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

11. COMMITTEE REPORTS/REPORTS FOR BOARD ACTION: Need info on all

A. Fiscal & Plant:
The Financial Statement and Budget transfers were reviewed and recommended for approval. The Maintenance Report was accepted.

B. Educational & Board Policies:
A meeting will be held on September 25th at 6pm to discuss new policies to conform to new education laws for Epi-pens and the administration and expulsion of school records.

C. Central Office:
Budget transfers and salary increase for Special Education was approved. A motion was made to expand the search for the Business Manager position.

D. Technology:
The Committee will meet to discuss yearly goals.

E. Personnel and Supervision: No Report

F. Shared Services:
Kate Donnelly suggested the Milone and MacBroom Study be moved to Shared Services.

G. Allied Health: No Report

H. Newsletter: No Report

I. CABE/EASTCONN: No Report

12. ADDITIONS TO THE AGENDA:
Add to next month's agenda Discussion of Non-Resident/Non-Tuition students.

Kate Donnelly expressed concerns with the process of holding an Executive Session without it being on the agenda, questions asked and whether students are accounted for in the October census.

13. SECOND AUDIENCE FOR CITIZENS:

Scotland Chairperson Clare D'Appollonio reported that Scotland Elementary has created the "Friends of Scotland Elementary" with an email list for parents and the community to offer any assistance with fundraising and events that meets their schedule. She suggested Parish Hill establish an email list to improve communication with the parents and the community.

14. EXECUTIVE SESSION – DISCUSSION OF EMPLOYMENT STATUS OF NON-CERTIFIED EMPLOYEE :

Motion to enter into Executive Session (9:12 PM) for the purpose of discussing Employment Status of Non-Certified Employee and invite the Superintendent to attend, was made by Kate Donnelly, seconded by Judy Moulton and carried with following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

The Board came out of Executive Session at 9:17 PM.

15. ADJOURNMENT:

Motion to adjourn (9:17 PM) was made by Judy Moulton, seconded by Kate Donnelly and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Secretary