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
October 21, 2014

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

The Board recited the Pledge of Allegiance.

2. **COMMUNICATION WITH THE AUDIENCE:**
   Parish Hill parent and Chaplin Elementary Board member Stacy Foster expressed concerns with the Business Office and encouraged the Board to stand behind the Central Office in hiring a Business Manager.

3. **WRITTEN COMMUNICATIONS TO THE BOARD:**
   A letter was received from the Music Department asking the Board to dedicate the music hallway to Dr. Catherine Wade with a plaque in her name. The Music Department will fundraise in order to cover the cost.

4. **STUDENT REPORT:**
   Senior Melissa Vilone presented the student report. She thanked the Board for approving new classes that met her interests and are an academic benefit. She recently obtained a job and skills obtained in practical writing and communications helped prepare for the interview. These classes also helped prepare for debates with the Model UN Club.

5. **RECOGNITION AS "*COMMENDED SCHOLAR*" ON THE PRELIMINARY SAT/NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST – MELISSA ALLEN:**
   Superintendent Henrici, Chair Steve Dunn and Principal Smith presented a plaque and commended Melissa Allen as "Commended Scholar" for scoring in the top 5%in the nation on the SAT/National Merit Scholarship Qualifying Test.

6. **RECOGNITION OF STUDENTS AT/ABOVE GOAL SCORES ON ALL FOUR CAPT SUB-TESTS:**
   Superintendent Henrici, Board Chair Steve Dunn and Principal Smith presented plaques and commended the following students for achieving at/above goal scores on all four CAPT/Subtests: Samantha Card (also the CAPPS Scholar), Melissa Allen and Jedidiah Sprague.

7. **REGONITION OF STUDENTS DESIGNATED AS "ADVANCED PLACEMENT SCHOLARS":**

Principal Henrici, Chair Steve Dunn and Principal Smith presented plaques and commended the following students as "Advanced Placement Scholars":
Lydia Kinzer, Sarah Danielson, Cassidy Martin, Lance Bojarski, Emma Burnham, Olivia Rivera, Zachary Schultz and Hannah Meister.

8. INTRODUCTION OF DON WILSON – INTERIM ASSISSTANT PRINCIPAL:
The Board welcomed Interim Assistant Principal Don Wilson.

9. APPROVAL OF SEPTEMBER 16, 2014 MINUTES:
Motion to approve the September 16, 2014 minutes, was made by Judy Moulton, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

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

11. ADMINISTRATIVE REPORTS/ADMINISTRATIVE REQUESTS FOR BOARD ACTION:

A. Principal:

- Professional Development was held last week on the NEASC accreditation process. Teachers worked well together. Professional Development will be held on November 7th for an initial meeting with the assigned consultant.
- Teacher Evaluations are underway with meetings with all teachers who have set their goals.
- Senior Capstone projects are running smoothly.
- There will be a Haunted House on Friday followed by a school dance.
- The Veterans' Lunch will be held on November 6th at 11:30am paired with social studies students. The Board is invited to attend.

B. Superintendent:

1. Enrollment Report – October 1, 2014:
   The Board was presented with the enrollment that is projected to go down. Approximately $160,000 revenue is projected for tuition students and will be used to offset assessments.
2. Milone and MacBroom Self-Study – Public Informational Meeting-Date/Time to be Announced-Parish Hill-David K. Syme Auditorium:
   Tentative Dates will be presented when available.
2. Vertical Teaming Meeting Update: shared Services PD on SBA Provided by EASTCONN-December 1:
   The meeting will be held at EASTCONN with all four schools.
3. 15-16 Health Insurance Renewal Trends:
   Schools with similar claims history are trending with an increase of 25-30%. An insurance meeting will be held on October 29th at 5:15pm with the First Selectmen, Board Chairs, Connecticut Care and Anthem.
4. FY 15-16 Budget:
   It's going to be a tough budget year with the impact of health insurance.

5. 14-15 Magnet School Update:
   STEM Magnet School is adding the 8th grade that may impact the budget. Letters were sent to legislators with concerns of magnet school tuition's impact on enrollment and budgets.
7. Veteran's Luncheon:
   The Board is invited to join the Veteran's Lunch with Superintendent Henrici and Jay Pytel who are Veterans.

CAPPS Scholar students will be recognized on November 5th at RHAM High school at 7pm.

12. OLD BUSINESS/NEW BUSINESS:

A. Establishment of Tuition Rate for SY 15-16:
Discussion was held regarding the tuition rate (present rate is $7,150). The issue will be discussed at the next meeting.

B. Final Approval of Policies:

a. #6146.1 Grading System:

b. #6154 Homework:

Motion to approve Policy #6146.1 - Grading System and Policy #6154 - Homework, was made by Stephanie Harrington, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

C. Tentative Approval of Policies:

a. #4115 Youth Athletics and Concussions:

b. #5131.912(A) Bullying Intervention and School Climate Improvement Strategies:

c. #5141 Health Policies and Procedures – Storage and Administration of Epinephrine at Public Schools:

d. #5113 Excused Absences from School for Children of Service Members:

e. #5114 Suspension and Expulsion – Expungement of a Pupil's Cumulative Education Record for Certain Expulsions:

f. #5142 Domestic Violence and Sexual Assault:

Motion for tentative approval of the above listed policies, was made by Stephanie Harrington, seconded by Judy Moulton and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

D. Request to Name the Parish Hill Music Wing as "Dr. Catherine Wade Music Wing":
Motion to name the Parish Hill Music Wing as "Dr. Catherine Wade Music Wing", was made by Kate Donnelly, seconded by Lisa Rose and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.

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

A. Fiscal & Plant:
The Committee reviewed and recommended approval of the Financial Statement.

B. Educational & Board Policies: Covered already

C. Central Office:
The Committee will meet soon to develop the budget.

D. Technology:
The help desk ticket system is working very well.

E. Personnel and Supervision: No Report

F. Shared Services:
A notice was received from the Selectmen that Milone and MacBroom need more time to develop a presentation format for the public hearing.

G. Allied Health: No Report

H. Newsletter:
The Committee is looking for someone with experience in desktop publishing. Stephanie Harrington suggested using a student.

I. CABE/EASTCONN:
The Parish Hill Chorus will be singing at the CABE Convention that will be held on November 14th and 15th.

14. ADDITIONS TO THE AGENDA:
The Board will hold a dedication ceremony for the Dr. Catherine Wade Music Wing. Kate Donnelly suggested the Music Department ask for donations for a plaque.

15. SECOND AUDIENCE FOR CITIZENS:
The Board was thanked for their hard work and Principal Smith was commended with preparing the staff for the NEASC visit.

Prentice Tracy asked the Board about options from the school study being presented to the public. Steve Dunn reported that the school study is very preliminary and Selectmen driven. Information is available on the town websites.

16. EXECUTIVE SESSION – EMPLOYMENT STATUS OF NON-CERTIFIED EMPLOYEE; REQUEST FOR ADMINISTRATOR BARGAINING UNIT; UPDATE ON ASSISTANT PRINICIPAL AND BUSINESS MANAGER POSITIONS :
Motion to enter into Executive Session (8:41 PM) for the purpose of discussing Employment Status of Non-Certified Employee; Request for Administrator Bargaining Unit and Update on Assistant Principal and Business Manager Positions and invite the Superintendent to attend, was made by Judy Moulton, seconded by Sally Ireland and carried with the following vote:
YES: K. Donnelly, J. Moulton, S. Ireland, G. Askew, S. Dunn, J. Nelson, L. Rose, S. Harrington, K. O'Callaghan.
The Board came out of Executive Session at 9:45 PM.

Motion to recommend hiring a Business Manager to the Central Office Committee, was made by Judy Moulton, seconded by Sally Ireland and carried with the following vote:

YES: J. Moulton, S. Ireland, G. Askew, S. Dunn, L. Rose, S. Harrington.
NO: K. O'Callaghan, J. Nelson, K. Donnelly.

17. ADJOURNMENT:

Motion to adjourn (9:45 PM) was made by Kathy O'Callaghan, seconded by Judy Moulton and carried unanimously.

Respectfully Submitted by Kathleen Scott
Recording Secretary