CHAPLIN, HAMPTON, SCOTLAND AND
REGIONAL DISTRICT ELEVEN
BOARD OF EDUCATION
Chaplin, Connecticut
MEETING MINUTES
November 15, 2016
7:00pm
Parish Hill Middle/Senior High School Library

Chairperson Stephen Dunn called the meeting to order at 7:07pm. Present were board members Kate Donnelly, Bud Smallwood, Sally Ireland, Jennifer Nelson. Kathleen O'Callaghan, Stephanie Harrington and Rose Bisson. Administrators present were Superintendent Ken Henrici and Principal Brian Tedeschi.

The Board recited the Pledge of Allegiance.

1. **Communications with the Audience –** Kim Martin spoke to the board concerning the employment of armed guards at the school and presented some comments that local town people had on the idea.
   Jennifer Nelson moved to add an executive session to the agenda for the purpose of discussion on the security presentation. Bud Smallwood seconded and the motion passed with the following vote:
   Yes: Kathleen O'Callaghan, Jennifer Nelson, Stephen Dunn, Rose Bisson, Sally Ireland, Bud Smallwood and Kate Donnelly
   Abstained: Stephanie Harrington
   Rose Bisson moved to move the Executive Session for Discussion of 45% Rule as it pertains to the employment of the Superintendent to two on the agenda. Kathleen O'Callaghan seconded and it passed unanimously.
2. **Executive Session – Discussion of 45% Rule as it Pertains to the Employment of the Superintendent – Rose Bisson moved to enter executive session (7:24pm) for the discussion of 45% Rule as it pertains to the employment of the Superintendent with Superintendent Ken Henrici, First Selectman Daniel Syme and Attorney Don Houston invited to attend. Kathleen O'Callaghan seconded and the motion passed unanimously.**
   The Board came out of Executive Session at 8:05pm
3. **Written Communications to the Board –** Stephen Dunn shared a thank you letter he received from Superintendent Ken Henrici.
4. **Approval of October 18, 2016 Minutes – Rose Bisson moved to approve October 18, 2016 minutes. Kate Donnelly seconded and the motion passed unanimously.**
5. **Approval of Financial Statement – Sally Ireland moved to approve the Financial Statement ending September 30,2016. Rose Bisson seconded and the motion passed unanimously. Sally Ireland moved to approve the Financial Statement ending October 30, 2016. Rose Bisson seconded and the motion passed unanimously.**
6. **Administrative Reports/ Administrative Request for Board Action**
   - **A. Principal** – Principal Brian Tedeschi reported to the board on Helping hands food drive, Junior Planning Meeting, a recent Distracted Driving Assembly the school held, Parent/Teacher Conferences, how the school's teams had done in their respective conferences and some upcoming events were the school choir would be preforming. He also informed the board that the NEASC visited went well but that the full report would not be back to the school for six months.
   - **B. Superintendent**
     - **i. CAPSS Superintendent's Award Ceremony – RHAM HS – November 2** – Superintendent Ken Henrici informed the board of the four students that would be honored at this ceremony.
     - **ii. SBAC and CAPT/CMT Student Awards – December Meeting –** Superintendent Ken Henrici informed the board that many students would be honored at the meeting.
     - **iii. Veterans Luncheon and Ceremony –** Superintendent Ken Henrici reported to the board on the success of the luncheon and highlighting some of the Veterans that attended.
     - **iv. Technology Support Person Vacancy –** Superintendent Ken Henrici informed the board that Tom Mason's last day will be December 2, 2016 and that they have already placed ads for the vacant position in the Norwich Bulletin and on CT REAP website.

v. **NEASC Visit –** Superintendent Ken Henrici echoed the statements the Principal Brian Tedeschi made on the visit.

vi. **New Athletic Conference for Parish Hill – 2017/2018 –** Superintendent Ken Henrici informed the board that next year the school sports team will no longer be in the Constitution State Conference but instead will compete in the Capital Regional Athletic League.

vii. **Proposal for Grade 6 Students "Playing Up" to Middle School Teams –** Superintendent Ken Henrici informed the board that he had been approached by parents' of Elementary School students who were interested in their child playing on the middle school team. After speaking to the Athletic director, the Superintendents of the Elementary Schools and Coaches it was determined that grade 6 students could "Play Up" on a Middle School team as long as they don't miss any school instruction and absolutely no money is spent on transportation.

viii. **Allied Health/EMT Update –** Superintendent Ken Henrici informed the board that a meeting was held with Allied Health about an exploratory course for 7th and 8th graders. They have also been looking at a similar course that E.O Smith has to help get this up and running.

7. **Old Business/New Business**
   - A. **Report by PTO/Parish Hill Action Committee –** Lisa Labelle reported to the board that Yoga has started and that residents 55 and older can come for free. She also informed the board that the PTO is going to have a booth set up during all three School's Parents/Teachers Conferences telling the students and parents about PHHS.
   - B. **Four Boards of Education Meeting and Subcommittee Meetings/Updates –** Stephen Dunn reported the board on the Four Boards of Education meetings and Subcommittee meetings.
   - C. **Addition/Withdrawal of Grades Committee Update –** Stephen Dunn reported to the board that the next meeting is Monday November 21, 2016 at 6:00pm. Bud Smallwood questioned his appointment to the meeting and Stephen Dunn informed him that he would have to formally resign.
   - D. **Dissolution Committee Update –** Nothing to report at this time.
   - E. **ED-099 Agreement for Child Nutrition Programs – Jennifer Nelson moved to change the authorized signers of the ED-099 Agreement for Child Nutrition Program. Kate Donnelly seconded and the motion passed unanimously.**
8. **Committee Reports/Requests for Board Action**
   - A. **Fiscal and Plant –** Stephen Dunn reported to the board on the Fiscal and Plant Committee Meeting.
   - B. **Educational and Board Policies**
     - i. **Kate Donnelly moved to tentatively approve Board policy 4112.51(a) and 4212.51 Employment Reference Checks. Kathleen O'Callaghan seconded and the motion passed unanimously.**
     - ii. **Kate Donnelly moved to tentatively approve Board policy 4121(a) Substitute Teachers. Sally Ireland seconded and the motion passed unanimously.**
     - iii. **Sally Ireland moved to tentatively approve Board policy 3520.13(a) Student Data Protection and Privacy. Kate Donnelly seconded and the motion passed unanimously.**
     - iv. **Kate Donnelly moved to tentatively approve Board policy 5141.4(c) Reporting of Child Abuse, Neglect and Sexual Assault. Sally Ireland seconded and the motion passed unanimously.**
   - C. **Central Office –** Superintendent Ken Henrici is looking into the week of November 28th – December 2nd for a meeting.
   - D. **Technology –** Nothing to report at this time.
   - E. **Personnel and Supervision –** Nothing to report at this time.
   - F. **Shared Services –** Nothing to report at this time.
   - G. **Allied Health –** Nothing to report at this time.
   - H. **Newsletter –** Superintendent Ken Henrici updated the board on items he was putting together for the upcoming newsletter.
   - I. **CABE/EASTCONN –** Nothing to report at this time.
9. **Second Audience for Citizens –** Kim Martin spoke to the board on board members' responsibility to serve on board committees. Michael Quick questioned funds that had been appropriated to purchase new library furniture. Superintendent Henrici fielded the question and informed the audience that the money was used for new cafeteria

furniture. He also questioned whether the board policy 4112.51(a) and 4212.51 Employment Reference Checks applied to non-certified staff. Superintendent Henrici and Board Member Jennifer Nelson both fielded the question and responded that it did also apply to non-certified staff. First Select Daniel Syme asked about possible lighting out in front of the building. Superintendent Ken Henrici said that he would look into this.

10. **Agenda Items for Next Meeting**
    A. **Security Presentation**
    B. **Student Reports**
11. **Executive Session – Discussion of 45% Rule as it Pertains to the Employment of the Superintendent –** Moved to item 2 on the agenda.
12. **Executive Session – Discussions of the Security Presentation – Sally Ireland moved to enter Executive Session (9:28pm) for the purpose of discussion of the Security Presentation, with Superintendent Ken Henrici and First Selectman Daniel Syme invited to attend. Jennifer Nelson seconded and the motion passed unanimously.**
    The Board came out of Executive Session at 9:51pm
13. **Adjournment – Jennifer Nelson moved to adjourn the meeting at 9:51pm. Sally Ireland seconded the motion and it passed unanimously.**

Respectfully Submitted,
Rachel Linkkila