CHAPLIN, HAMPTON, SCOTLAND AND
REGIONAL DISTRICT ELEVEN
BOARD OF EDUCATION
Parish Hill Middle/High School Library
Tuesday, July 9, 2024 7:00 PM
MEETING MINUTES

1. **Call to Order and Pledge of Allegiance –** Superintendent Andrew Skarzynski called meeting to order at 7:01 PM.
    a. Members Present: Stacy Foster, Michael Smardon, Camden Kammer, Joy Becker, and Kathy Freed. Also present, Superintendent Andrew Skarzynski, and Business Manager Jobina Miller.
    b. Not Present: Cassidy Martin, Ellon Gillon, Susan Lovegreen, and Therese Smith.
2. **Board Re-Organization**
    a. **Election of Officers**
        i. Michael Smardon nominated Stacy Foster to be Chair of the Board / Kathy Freed seconded. No other nominations. *Motion unanimously passed.*
        ii. Kathy Freed nominated Michael Smardon to be Vice Chair of the Board / Joy Becker seconded. No other nominations. *Motion unanimously passed.*
        iii. Kathy Freed nominated Therese Smith to be Secretary of the Board / Joy Becker seconded. No other nominations. *Motion unanimously passed.*
        iv. Kathy Freed nominated Cassidy Martin to be Treasurer for the Board / Joy Becker seconded. *Motion unanimously passed.*
    b. **Committee Assignments**
        i. **Personnel & Supervision –** Stacy Foster, Michael Smardon, and Cassidy Martin.
        ii. **Fiscal & Plant –** Michael Smardon, Stacy Foster, and Ellen Gillon.
        iii. **Board Newsletter** / Website – Joy Becker, Camden Kammer, and Susan Lovegreen.
        iv. **Technology / Website –** Stacy Foster, Camden Kammer, Susan Lovegreen, and Therese Smith.
        v. **PHHS / Board Policies –** Camdem Kammer, Cassidy Martin, and Therese Smith.

vi. **Central Office –** Michael Smardon, Kathy Freed, and Stacy Foster.

vii. **EASTCONN –** Joy Becker, Susan Lovegreen, and Kathy Freed.

viii. **CABE –** Therese Smith and Ellen Gillon.

3. **Communication with the Audience –** None.
4. **Written Communications to the Board –** None received.
5. **Approval of June 4, 2024 Meeting Minutes**
    a. Michael Smardon made a motion to approve the minutes / Camden Kammer seconded. Kathy Freed abstained. *Motion passed.*
6. **Approval of Financial Statements – June 2024**
    a. Kathy Freed made motion to approve the Financial Statements / Michael Smardon seconded. *Motion unanimously passed.*
7. **Administrative Reports/Administrative Requests for Board Action**
    a. **Principal –** Superintendent gave the Principal's Report for Principal Brian Tedeschi as he was not present for the meeting. The report discussed the success of the Graduation Ceremony, summer school, and new hires.
    b. **Superintendent –** Andrew Skarzynski gave his report which discussed the progress being made to the school building during summer break.
8. **Old Business/New Business**.
    a. **Report by PHACT/PTSA**
        i. Kathy Freed stated there is an upcoming meeting.
    b. **Budget Forecast FY 24-25 – Jobina Miller**
        i. Jobina Miller updated Board.
    c. **Summer Projects**
        i. Maintenance report was received and reviewed about projects happening to the building.
    d. **Discussion on new Teacher/Leader Evaluation plan – Brian Tedeschi**
        i. Tabled until August's meeting as Brian Tedeschi was not present.
    e. **Proposal for trip to Europe – Rob Jendrewski**
        i. Michael Smardon made a motion to approve the Europe Trip organized by Rob Jendrewski / Kathy Freed seconded.

ii. After Rob Jendrewski's proposal and discussion by the board, *motion unanimously passed.*

9. Committee Reports/Requests for Board Action

- **a. Fiscal & Plant –** Not met.
- **b. Educational and Board Policies –** Not met.
- **c. Central Office –** Not met.
- **d. Technology/Website –** Not met.
- **e. Personnel and Supervision –** Not met.
- **f. Newsletter –** Not met.
- **g. CABE/EASTCONN –** No report.

10. Second Audience for Citizens

- **a.** None.

11. Agenda Items for Next Meeting

- **a.** Teacher / Leader evaluation, and Action of Dedication of Sport's Field or Library to Kenneth Henrici.

12. Adjournment

- **a.** Kathy Freed made a motion to adjourn at 7:50 PM / Michael Smardon seconded. *Motion unanimously passed.* Adjourned at 7:50 PM.

Respectfully Submitted, Cassie Haddad.