

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 BOARD OF EDUCATION
Chaplin, Connecticut
Meeting Minutes
November 9, 2016

Vice-Chairperson Will Hooper called the meeting to order at 6:54 PM. Present were Board members Stephanie Harrington, Justin Rondash and Jamie Spalding. Administrators present were Superintendent Ken Henrici and Principal Patricia King. Unable to attend was Board members Stacy Foster, John Bolduc and Jaclyn Chancey.

2. AUDIENCE FOR CITIZENS: None

3. APPROVAL OF MINUTES AND FINANCIAL STATEMENT:

A. Approval of Minutes – September 14, 2016:

Motion to approve the minutes of September 14, 2016, was made by Justin Rondash, seconded by Jamie Spalding and carried unanimously.

B. Approval of Financial Statement:

Motion to approve the September/October Financial Statements, was made by Jaime Spalding, seconded by Justin Rondash and carried unanimously.

4. ADMINISTRATIVE REPORTS:

A. Monthly Report:

Nila Ottilige presented the Monthly Report.

PreK – had their field trip to the Hurst Farm.

1st Graders – are writing to bring their characters to life by talking, moving and thinking. They enjoyed their visit by the Chaplin Fire Fighters.

2nd Graders – goal is to read as many Roald Dahl books as possible with new vocabulary and predictions.

4th Graders – are working on factors and multiples.

5th Graders – attended the Windham 4-H Camp that included teambuilding, family potluck and campfire.

6th Graders – are reading the Nutmeg nominees.

The CEA thanked the Board for establishing the Climate Committee to address concerns with the high level of staff turnover.

Will Hooper thanked everyone for their participation in the Mini Mudder.

Stephanie Harrington commended Woodward's Greenhouse for all that they do for Chaplin Elementary.

B. Principal's Report:

Enrollment is at 159 students.

- Professional Development includes: iPad Teaching and Learning, Teacher Evaluation Goal Setting, Mandatory Training, Pulling It All Together.
- The marking period ended with report cards issued on November 18th.
- Parent Teacher Conferences will be held on November 23rd and 24th.
- School Readiness monitoring visit was held on October 26th with very positive feedback.
- The Fall Newsletter was sent home today.
- Literacy Week will be held October 17th -21st. Family Literacy Night will be held on October 17th with author Melissa Stewart.
- The Fall Book Fair will be held October 17th – 20th.
- Three Cross-Country meets were held with the tri-town schools.
- The Helping Hands Food Drive will be held November 14th – 18th.
- Well water was tested on October 21st. The Health Department has deemed the water drinkable. Bottled water will be used as a precaution until results are received from a second test.

C. Superintendent's Report:

- "Coffee And" Meetings with the Superintendent will be held on Thursday, November 17th. The goal is to expand communication with parents.
- There was water in the conduit pipe in the control panel at the well station due to heavy rain. The estimate to repair is \$25,000. A claim was submitted to the insurance with a \$1,000 deductible and is expected to be covered.
- The Director of Maintenance will provide a priority list for preventative maintenance that includes caulking around the windows, regrouting tiles and door sweeps.
- Superintendent Henrici recommends moving the Teachers' Contract to Executive Session.
- Monthly meetings will be held with the CEA to improve communication. The next meeting will be held on November 10th.
- The CABE On-Line Policy Service is up and running. Justin Rondash and Jaclyn Chancey were commended for their work on policies.
- The Board was presented with district goals that includes curriculum programs and improving parental communication.
- Magnet schools impact the budget and enrollment and cause a financial drain. There are 19 students enrolled with 2 more students selected from the waiting list.
- Superintendent Henrici thanked the Board for their well wishes during his recent surgery.
- 6th grade students Elesia Bartlett and Gracie Cunningham were honored at RHAM High School for the Superintendent's Award. Corey Harrington was honored at Parish Hill. 11 out of 25 districts participated.

Jamie Spalding suggested re-establishing Vertical Teaming Committee with the other schools to prepare the elementary students to enter Parish Hill at the same level.

Motion to add to agenda Contract Discussion as Item #9.5, was made by Jaime Spalding, seconded by Justin Rondash and carried unanimously.

Motion to add to agenda Employment Status of Employee in Executive Session as Item #9.55, was made by Stephanie Harrington, seconded by Jaime Spalding and carried unanimously.

5. BUSINESS CARRIED OVER FROM LAST MEETING (OLD BUSINESS):

A. Tri-Town Education Update – Four Boards of Education and Subcommittee meetings:

The Survey Committee is opening the surveys and entering data in the Chaplin Elementary Computer Lab. Dr. Chancey will analyze the data. 700 surveys were returned out of 4,000 sent out. Maryellen Donnelly was commended for her many hours of entering data.

6. NEW BUSINESS:

A. Instructional Coaching – Patricia King:

Principal King presented instructional coaching with goals, principles and roles (Coach, Teacher and Principal). Two teachers have volunteered to participate.

B. Addition/Withdrawal Committee Update:

Discussed per pupil costs which is difficult to determine what is included. The Committee is gathering data and waiting for survey results.

C. Dissolution Committee Update:

There are delays at the state level in appointing members.

D. Final Approval of Board Policies 4111-4211, 4111.1-4211.1, 5141.4:

Motion to approve Policy 4111-4211, was made by Stephanie Harrington, seconded by Justin Rondash and carried unanimously.

Motion to approve Policy 4111.1-4211.1, was made by Justin Rondash, seconded by Stephanie Harrington and carried unanimously.

Motion to approve Policy 5141.4, was made by Justin Rondash, seconded by Jaime Spalding and carried unanimously.

E. Report of Ad Hoc School Climate Committee:

The Committee discussed doing a small survey to assess climate concerns. Nancy Douton expressed concerns with not being able to voice concerns at the meetings. Justin Rondash suggested establishing an email link to the Climate Committee to address concerns and have them reviewed by a teacher. Jamie Spalding encouraged the administration besides the School Climate Committee to work on improving school climate and decrease staff turnover. The CEA is interested in an Article 6 meeting with the Board.

F. Potential Approval of CEA Teachers' Contract – July 1, 2017 – June 30, 2020:

Moved to Executive Session

7. COMMITTEE REPORTS:

A. Policy Committee: No Report

B. Negotiations Committee: Will discuss in Executive Session

C. Central Office Committee: No Report

D. By-Laws Review Special Committee: No Report

8. AGENDA ITEMS FOR NEXT MEETING:

- Board Reorganization and Selection of Officers
- Executive Session – Superintendent Evaluation
- Addition/Withdrawal Committee Update
- Dissolution Committee Update
- Tri-Town Education Update – Four Boards of Education and Subcommittee meetings
- School Climate Committee Update

The next meeting will be held on December 14th at 6:30 PM.

9. EXECUTIVE SESSION – SUPERINTENDENT EVALUATION: Tabled until the December meeting.

9.5 Contract Discussion

9.55 Employment Status of Employee

Motion to enter into Executive Session (8:35 PM) for the purpose of discussing Teachers' Contract and Employment Status of Employee, was made by Stephanie Harrington, seconded by Jaime Spalding and carried unanimously.

The Board came out of Executive Session at

10. ADJOURNMENT:

*Respectfully Submitted by Kathleen Scott
Recording Clerk*