

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, HAMPTON, SCOTLAND AND REGIONAL DISTRICT ELEVEN BOARD OF EDUCATION  
CHAPLIN, CONNECTICUT 06235  
SPECIAL MEETING MINUTES  
TUESDAY, JULY 5, 2022  
7:00 PM  
PARISH HILL MIDDLE/HIGH SCHOOL LIBRARY**

1. **Call to Order and Pledge of Allegiance – Superintendent Ken Henrici called the meeting to order at 7:02 pm.** He announced that Dr. Therese Smith would be the new Chaplin Board member, replacing Stephanie Harrington. **Present were Board members Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith. Administrator present was Superintendent Ken Henrici.**
2. **Board Re-Organization**
  - A. **Election of Officers for the 22-23 School Year – Superintendent Ken Henrici asked the Board members for nominations.**

Stacy Foster moved to elect Dennis LaBelle as Chairperson for the 22-23 School Year. Sally Ireland seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith

Joan Fox moved to elect Stacy Foster as Vice-Chairperson for the 22-23 School Year. Sally Ireland seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese SmithMichael Smardon moved to elect Cassidy Martin as Secretary for the 22-23 School Year. Joan Fox seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese SmithStacy Foster moved to elect Kathy Freed as Treasurer for the 22-23 School Year. Joan Fox seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith
  - B. **Committee Assignments**

Personnel and Supervision – Sally Ireland, Dennis LaBelle, Cassidy Martin and Michael Smardon

Education and Board Policies – Joan Fox, Cassidy Martin, Michael Smardon and Therese SmithFiscal & Plant – Stacy Foster, Sally Ireland and Dennis LaBelleCentral Office – Stacy Foster, Kathy Freed and Dennis LaBelleBoard Newsletter – Joan Fox, Susan Lovegreen and Michael SmardonEASTCONN Liaisons – Kathy Freed and Susan LovegreenTechnology/Website – Stacy Foster, Sally Ireland, Dennis LaBelle, Susan Lovegreen and Therese SmithCABE Liaisons – Joan Fox and Therese Smith
3. **Communication with the Audience – none**
4. **Written Communications to the Board – none**
5. **Approval of May 2, May 31 and June 7, 2022 Minutes:**

Sally Ireland moved to approve the May 2, 2022 minutes. Michael Smardon seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith

Sally Ireland moved to approve the May 31, 2022 minutes. Michael Smardon seconded and the motion passed with the following vote:  
Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith

**Michael Smardon moved to approve the June 7, 2022 minutes. Joan Fox seconded and the motion passed with the following vote:**

**Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith**

**6. Approval of Financial Statement – June 2022 – Michael Smardon moved to approve the Financial Statement through June 2022. Joan Fox seconded and the motion passed with the following vote:**

**Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith**

**7. Administrative Reports/Administrative Requests for Board Action**

**A. Principal** – Principal Brian Tedeschi was unable to attend this evening.

**B. Superintendent** – Superintendent Ken Henrici announced that a trooper from the State Police will perform a security walk-through of the school. The results will be shared in executive session at the August meeting. He also spoke of the Category 4 Grant which integrates robotics with math that we qualified for, the 30-minute duty free lunch for teachers now in place, the vacancy of a Spanish Teacher and a Science Teacher and the efforts to make better use of classroom space throughout the building.

**8. Old Business/New Business**

**A. Welcome New Board Member – Dr. Therese Smith – Superintendent Ken Henrici introduced Dr. Therese Smith as the new Board member, replacing Stephanie Harrington. Therese spoke of her experiences as a Professor of Computer Science and is looking forward to serving the students of Parish Hill.**

**B. Resignation of Spanish Teacher – Adam Lamake – Sally Ireland moved to accept, with regret, the resignation of Spanish Teacher Adam Lamake. Michael Smardon seconded and the motion passed with the following vote:**

**Yes: Joan Fox, Sally Ireland, Michael Smardon and Therese Smith**

**No: Stacy Foster**

**C. Report by PHACT/PTSA** – Michael Smardon reported that the Spring Fling was a success and the group elected new officers.

**D. Budget Forecast--FY 20-21** – Business Manager Jobina Miller said the budget is at 196K and there are about 66K worth of bills coming in. Andrew Barillari was able to obtain heating oil for \$4.44 per gallon and filled the tank. Andrew will also be purchasing a 4WD gator for snow removal. The EASTCONN bill has come in. Once these expenses are paid, we should be down to the 2% allowed (130K) to move over to the CIP account. This addition will create a healthy budget for the planned CIP projects.

**E. Summer Projects – the main Summer Projects are listed below:**

- Elective Classroom Swaps – this will help to utilize classroom space better for popular, high-volume courses
- New Roof over the Server Rooms is now complete
- Installation of an Electric Hot Water Heater to service the Kitchen
- Replace the Library A/C (the existing refrigerant is exhausted)
- Install new blackout shades in 5 classrooms
- Complete caulking and sealing of Central Office windows, replace screens as necessary, patch and seal all openings in the Central Office building per direction of Griggs and Browne Pest Control.

**F. Final Approval of Board Policy**

**a. Face Masks/Coverings (1250.1/4118.237/4218.237/5141.8)**

**Sally Ireland motioned for final approval of Board Policy Face Masks/Coverings (1250.1/4118.237/4218.237/5141.8). Michael Smardon seconded and the motion passed with the following vote:**

**Yes: Stacy Foster, Joan Fox, Sally Ireland, Michael Smardon and Therese Smith**

**9. Committee Reports/Requests for Board Action**

- A. Fiscal & Plant** – Vice-Chairperson Stacy Foster reported to the Board that the Committee met this evening and reviewed the budget. They had to table any approvals until their next meeting due to not having a quorum. They also reviewed the maintenance reports and the Capital Improvement Plan projects.
- B. Educational and Board Policies** – nothing to report.
- C. Central Office** – The Committee met last week to finalize the Superintendent’s evaluation. They will present at the next Board meeting.
- D. Technology/Website** – The committee has not yet met, but will plan to meet very soon. Superintendent Henrici said we recently secured a new internet host provider and will provide an update to the Board very soon. He also mentioned that we will need to upgrade our wire infrastructure for robotics. A grant will assist with this cost.
- E. Personnel and Supervision** – Superintendent Ken Henrici said they are hoping for a July 11<sup>th</sup> meeting.
- F. Newsletter** – The Committee has set July 11<sup>th</sup> at 3:30PM as their next meeting date. They will set up a timeline for the year for deliverable deadlines. These dates will be tentative should other events need to take precedence.
- G. CABE/EASTCONN** – nothing to report for CABE. Joan Fox did mention the CABE Convention and should we go? The consensus was that it is too costly and not really worth going. Kathy Freed was not in attendance to report on EASTCONN.

**10. Second Audience for Citizens** – Michael Smardon spoke as a parent and noted that the AP scores came out and Parish Hill did extremely well. Superintendent Henrici said there are a few scores that have not yet been reported. Once they are all published, he will share those with the Board.

**11. Agenda Items for Next Meeting – Superintendent’s Evaluation (Executive Session Anticipated), School Security Walk-Through Results (Executive Session Anticipated), Standard Test Scores /AP Scores, Hiring of New Staff, Welcoming of New Teachers, 21-22 Budget, State of Affairs for the 22-23 Budget, Possible Spanish Teacher New Hire.**

**12. Adjournment –The meeting adjourned at 8:11PM**

Respectfully Submitted,  
Diane Ritchotte  
Recording Secretary