

CHAPLIN, HAMPTON, SCOTLAND AND REGIONAL
DISTRICT ELEVEN BOARD OF EDUCATION

Chaplin, Connecticut
Special Meeting Minutes
Central Office Committee
Thursday, June 27, 2019
6:00 PM

Parish Hill Middle/High School Modular Conference Room

1. **Call to Order** Meeting was called to order by Rose Bisson at 6:05 pm.
Committee Members Present were Rose Bisson, Dennis LaBelle, Dan Caron, Sally Ireland, and Jaclyn Chancey
Administrator Present was Superintendent Ken Henrici and Business Manager David Solin
Also Present were members of the public
2. **Approval of Minutes March 7, 2019** Motion to approve made by Dennis LaBelle, seconded by Sally Ireland. Motion passed unanimously
3. **Request Approval of Financial Statement - May 2019** Motion to approve made by Jaclyn Chancey, seconded by Sally Ireland. Motion passed unanimously.
4. **Appointment of MAWC, LLC Auditor FY 18-19** Motion to appoint MAWC, LLC as the Auditor for Fiscal Year 2018-2019 made by Jaclyn Chancey, seconded by Sally Ireland.
Discussion ensued regarding the frequency of changing Auditing Firms.
Motion passed unanimously.
5. **Discussion of Region #11/Chaplin Assessment Ratio Percentage for FY 19-20** Discussion regarding current year changes not being made, however going forward there were several options discussed to normalize the changes; 5-year average, time spent servicing, resources utilized, also discussed was a function to monitor resource allocation.
More detail related to utilization of line items within the Budget will be gathered as a narrative and reviewed at the next meeting.
6. **Discussion and Possible Action on Increasing the FY 18-19 Budget and Reclassifying the \$15,000 Assigned Fund Balance to Unassigned Fund Balance** Although going over budget, specifically in the Group Insurance, and Business Management the Special Ed Director has already saved significantly more than the overage and there is an Assigned Balance that can be used to offset that overage.
Motion to reclassify the \$15,000 Assigned Fund Balance to Unassigned Fund Balance made by Jaclyn Chancey seconded by Sally Ireland. Motion passed unanimously.
Motion to increase the FY budget \$32,764 made by Jaclyn Chancey, seconded by Sally Ireland. Motion passed unanimously.
7. **Discussion of Evaluation Protocol for Superintendent** Discussion related to the review of the process outlined to include Goals provided by the Superintendent added to by the BOE agreed upon by all parties. Review of language and process will be discussed with the Boards of Education and modifications will be made.
8. **Adjournment** Motion to adjourn made by Sally Ireland, seconded by Jaclyn Chancey. Motion passed unanimously. Meeting adjourned at 7:15 pm.

Respectfully Submitted,
Dennis LaBelle
06/27/2019