

*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**  
**October 9, 2013**

**Chairperson Rachel O’Neill called the meeting to order at 6:36 PM. Present were Board members John Bolduc, Annemarie Burnham, Stephanie Harrington, Angelina Pearce and Alycia Sanders. Administrators present were Superintendent Ken Henrici and Principal Dan White. Unable to attend was Board member Megan Hicks.**

**2. WRITTEN COMMUNICATIONS TO THE BOARD:** None

**3. COMMUNICATION WITH THE AUDIENCE:** None

**4. INTRODUCTION OF CLASS OF 2014 STUDENT COUNCIL:**

Mr. Burelle introduced the Executive Board of the Student Council that organizes dances, the yearbook and fundraisers for Nature’s Classroom and the trip to Boston. Officers are President Maggie Bolduc, Vice-President Cleo Hazen, Treasurer Sydney Dubitsky and Secretary Julie Bacon (could not attend tonight’s meeting).

**5. INFORMATION ITEMS:**

**A. Monthly Report:** No Report

**B. Principal Report & Enrollment – Staff Update:**

Enrollment is at 183 students with no staff changes.

**C. Superintendent Report:**

1. CMT Update:

More details will be provided at the next meeting with a plan to improve scores in Reading, Writing and Math.

2. 2013-2014—SDE Waiver Request—Administration of CMT in March 2014:

The federal government has not acted on the waiver. Districts have options to stay with CMTs, switch to Smarter Balance Assessments or both. The administration will use CMTs due to established benchmarks and lack of information on Smarter Balanced Assessments at this time.

3. Chaplin BOE/Chaplin Education Association Negotiations-Ground Rules and First Proposals:

Starting negotiations earlier was not possible due to scheduling conflicts. A meeting is scheduled for October 29<sup>th</sup>.

4. Tri-Town Selectmen Study: Will be discussed later on the agenda.

5. BYOD Policy:

The Bring Your Own Device Policy will be presented later on the agenda for tentative approval. The Policy needs to be implemented properly to enable students to use devices as a learning tool.

6. Vertical Teaming Meeting—October 23:

A meeting will be held in the Parish Hill Library with the Superintendents, Principals, 6<sup>th</sup> grade teachers, 7<sup>th</sup> grade teachers, English and Math Consultants from the three elementary schools and Parish Hill. The focus will be on math and writing.

Candidates are being interviewed for the Director of Technology.

**6. RECOGNITION OF BOARD MEMBERS WITH OVER 10 YEARS OF SERVICE:**

Rachel O'Neill, Angelina Pearce and Stephanie Harrington were presented with plaques in recognition of over 10 years of service on the Board of Education.

Rachel O'Neill left the meeting at 6:57 PM and Vice-Chair Angelina Pearce took over the meeting.

**7. OLD BUSINESS/NEW BUSINESS:**

**A. Approval of Minutes: September 11, 2013**

*Motion to approve the minutes of September 11, 2013, was made by Annemarie Burnham with the following correction:* Item #5H should read – Board of Finance member Bruce Raymond discussed the proposed Milone and MacBroom school study with a cost of \$36,750 that would be shared by all three towns. *The motion was seconded by Alycia Sanders and carried with two abstentions by Angelina Pearce and Stephanie Harrington.*

**B. Approval of Financial Statement:**

17% of the budget has been spent to date. The insurance agent is gathering information to try to reduce the Workers Compensation premium.

*Motion to approve the Financial Statement, was made by Annemarie Burnham, seconded by John Bolduc and carried unanimously.*

**C. CMT Update:** Covered under the Superintendent Report

**D. Tri-Town Selectmen School Study:**

Chaplin held a town meeting with a consulting firm for a proposed school study. The Board of Selectmen voted at their meeting not to fund the study.

**E. Tentative Approval of Board Policy:**

**a. 6141.328 – Bring Your Own Device (BYOD) Policy:**

*Motion for tentative approval of Policy 6141.328 Bring Your Own Device, was made by Alycia Sanders, seconded by Annemarie Burnham and carried unanimously.*

**b. 6142.101 – Student Nutrition and Physical Activity (Student Wellness) Policy:**

The Policy will be renamed to “Physical Activity.”

*Motion for tentative approval of Policy 6142.101 Physical Activity, was made by Alycia Sanders, seconded by John Bolduc and carried unanimously.*

**8. COMMITTEE REPORTS (Committees May Report Information to the Board):**

**A. CABE/EASTCONN:**

CABE is offering the following events:

- CABE Conference will be held in Groton on November 15<sup>th</sup> and 16<sup>th</sup> with a cost of \$420.00 per person.
- FOI Law and Social Media workshop on October 16
- New Board Member Conference in December
- School Safety & Mental Health on October 24<sup>th</sup> in New Britain

October is National Principals Month.

**B. Educational & Board Policies:** Will meet regularly to review policies and focus on instruction.

**C. Personnel & Supervision Policies:**  
Negotiations will be held on October 29<sup>th</sup>.

**D. Central Office:** A meeting will be held this month.

**E. Building, Grounds & Insurance:** Waiting to hear about Worker's Compensation premium.

**F. Transportation:** Will be discussed in Executive Session

**G. Public Relations:** No Report

**H. School Readiness:** No Report

**I. Technology:**

Interviews were held today for the Technology Coordinator position. Michel Leask will assist during the transition. The firewall and server need updating to work more efficiently. Additional security cameras were installed. The school did not receive any funds from the first round of the School Security Grant and is waiting on the second round of funding.

**9. SECOND AUDIENCE/COMMUNICATIONS:** None

**10. NEXT MEETING AGENDA ITEMS:**

- CMT Update
- Final Approval of Policies
- Technology Coordinator Appointment

**11. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND/OR LEGAL MATTERS:**

*Motion to enter into Executive Session (7:32 PM) for the purpose of discussing Personnel and/or Legal Matters and invite the Superintendent and Principal to attend, was made by Alycia Sanders, seconded by Annemarie Burnham and carried unanimously.*

The Board came out of Executive Session at 8:04 PM.

**12. ADJOURNMENT:**

*Motion to adjourn (8:05 PM) was made by John Bolduc, seconded by Alycia Sanders and carried unanimously.*

*Respectfully Submitted by Kathleen Scott  
Recording Secretary*