

*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**  
**January 13, 2016**

**Chairperson Stacy Foster called the meeting to order at 6:32 PM. Present were Board members Stephanie Harrington, Will Hooper, Jaclyn Chancey, Justin Rondash and Jamie Spalding. Administrators present were Superintendent Ken Henrici and Principal Patricia King. Unable to attend was Board member John Bolduc.**

**2. AUDIENCE FOR CITIZENS:**

Brad Caron expressed concerns with the BOE email link and EASTCONN School Climate Survey not being accessible on the website. Stacy Foster reminded the audience that any questions should be brought to the Administration first.

Board of Finance Chair Dick Weingart asked for an update on Central Office to reevaluate the assessments for Chaplin. Superintendent Henrici reported that a tentative agreement has been reached with a reconfiguration based on enrollment. It will be presented to each Board for approval.

**3. APPROVAL OF MINUTES AND FINANCIAL STATEMENT:**

**A. Approval of Minutes – December 9, 2015:**

*Motion to approve the minutes of December 9, 2015, was made by Jamie Spalding with the following corrections:* Correct spelling of Jaclyn Chancey. Item #7C should read – Potential Parent Advisory Committee from Parish Hill will visit Griswold High School on January 6<sup>th</sup>. *The motion was seconded by Jaclyn Chancey and carried with one abstention by Justin Rondash.*

**B. Approval of Financial Statement:**

*Motion to approve Financial Statement through December 31, 2015, was made by Stephanie Harrington, seconded by Justin Rondash and carried unanimously.*

**4. ADMINISTRATIVE REPORTS:**

**A. Monthly Report:**

Nilá Otilige presented the Monthly Report.

- The NYAEC evaluation was held on Monday and received positive feedback. The final results will be available in three months.
- PreK is working on winter unit with ice blocks, water, salt, snowy day stories and a hot cocoa stand.
- 1<sup>st</sup> grade is working on being their own teachers with tricky words in Reading and authors as mentors in writing.

**B. Principal's Report:**

- Enrollment is at 175 students.
- 5<sup>th</sup> grade DARE Graduation was held today with 22 students who completed the program.

- Coaching and Data Teams are ongoing.
- NAEYC Accreditation site visit was held on January 11<sup>th</sup> with positive feedback.
- Letters sent out to families on Attendance Policy.
- School-wide Kindness Week will be held February 8-12<sup>th</sup>.
- Family/Community Engagement workshops will be held March 3<sup>rd</sup> and 10<sup>th</sup> through CREW.
- New tractor is working well.
- Phone system expanded to include areas that previously had no coverage.
- Con-Serv conducted preliminary review to determine savings to upgrade lighting.
- Developing IT replacement cycle to allow for adding Smart Projectors, teacher MacBooks and more classroom Mac computers. Software updates and student folder system for saving documents from year to year.
- Met with Connecticut Business Systems to address charges for coloring copying and protocols.
- Wi-Fi access in certain areas of the building has been unreliable and will be overhauled during the summer.

### **C. Superintendent's Report:**

1. "Every Student Succeeds" Federal Law (Replaces NCLB):  
SBAC – states have flexibility to change, CCSS – states can decide what to act on, Teacher Evaluation and Testing, no federal sanctions and changes won't be immediate. There is a pending Supreme Court Case for unions allowed to charge agency fees and pending case for Connecticut to have equitable funding for all towns.
2. EASTCONN "Supers and Troopers" Conference:  
This conference focused on the impact of social media and technology on students.
3. Paraprofessional/Custodian Negotiations – Tentative Agreement:  
The contract has not yet been ratified and will be discussed during Executive Session.
4. FY 16-17 Budget Timeline; FY 16-17 Budget Meetings with Principals/Administrators:  
The budget timeline was presented at the last meeting. A preliminary budget will be presented at the February meeting.
5. FY 15-16 Budget Update – Minimum Budget Requirement:  
Per conversation with the SDE Financial Office: the \$126,630 shortfall must be appropriated in the current fiscal year, the decision can be appealed to the Commissioner of Education for referral to the state BOE for a decision and one appeal in the last three years was denied.
6. Financial Impact of Magnet Tuition/Unanticipated Magnet Enrollment:  
Magnet Tuition is difficult to project and the cost has increased for this year.
7. Central Office Committee-Assessment Percentage Split Between Region #11/Chaplin Elementary School: Covered already

The goal is to have a Parent Advisory Committee established in the near future.

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

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

The Cost Committee is gathering information for costs to tuition out students. The Survey Committee is waiting on clarification from attorney on survey. A list of potential eligible voters was obtained from all three towns. The cost of mailing will be shared by the four Boards. Chaplin has approved using their town hall as a safe and secure place for receipt of the surveys. The Shared Services Committee will engage current vendors to discuss potential savings. The Hampton Board of Education is having a special meeting on January 14<sup>th</sup> to vote on moving forward with addition/withdrawal of grades study. The next four Boards of Education meeting

will be held on January 21<sup>st</sup> at Scotland Elementary at 7pm and is open to the public. There will be opportunities for the audience to comment.

**B. Public Input on FY 16-17 Budget:**

Superintendent Henrici reported that the budget will be challenging with MBR and magnet school tuition.

Board of Finance Chair Dick Weingart welcomed the new Board members and is happy to discuss the budget process with anyone from the Board or community. The Board of Finance is very receptive to the needs of the school and encourages the Board to attend budget presentations. He commended the Board, the Administration and staff for what they do for the students.

**6. NEW BUSINESS:**

**A. Discussion of Early Retirement Incentive:**

The Board was asked to consider an early retirement incentive for veteran teachers close to retirement for cost savings. The voluntary plan will be discussed further in Executive Session.

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

**A. Policy Committee:**

The Committee is setting up a meeting to review policies.

**B. Negotiations Committee:**

A tentative agreement has been reached but has not been ratified. The agreement will be discussed in Executive Session.

**C. Central Office Committee:**

Discussion was held regarding assessments which will be based on enrollment.

**D. By-Laws Review Special Committee: No Report**

**8. AGENDA ITEMS FOR NEXT MEETING:**

- Tri-Town Education Update – Four Boards of Education and Sub-Committee
- Preliminary Budget
- Early Retirement Incentive

Jamie Spalding asked that Audience for Citizens be added to the end of the agenda.

**9. EXECUTIVE SESSION – DISCUSSION AND UPDATE ON PARAPROFESSIONAL NEGOTIATIONS:**

*Motion to add discussion of Early Retirement Incentive to Executive Session, was made by Will Hooper, seconded by Justin Rondash and carried unanimously.*

*Motion to enter into Executive Session (7:46 PM) for the purpose of discussing Update on Paraprofessional Negotiations and Early Retirement Incentive, was made by Justin Rondash, seconded by Jaclyn Chancey and carried unanimously.*

The Board came out of Executive Session at 8:28 PM.

**10. ADJOURNMENT:**

***Motion to adjourn (8:29 PM) was made by Jaclyn Chancey, seconded by Stacy Foster and carried unanimously.***

***Respectfully Submitted by Kathleen Scott  
Recording Secretary***