

*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**  
**Special Meeting Minutes**  
**April 19 2017**

**Chairperson Jaclyn Chancey called the meeting to order at 6:37 PM. Present were Board members Stacy Foster, John Bolduc, Stephanie Harrington, Will Hooper and Justin Rondash. Administrators present were Superintendent Ken Henrici and Principal Patricia King. Unable to attend was Board member Jamie Spalding.**

**2. AUDIENCE FOR CITIZENS:**

Barbara Walters expressed concerns with funding regarding field trips and thanked the PTO for covering the cost of transportation to the old state house. She also presented letters from the students on their views of Prudence Crandall who stood up for what is right.

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

**A. Approval of Minutes – March 8, 2017:**

*Motion to approve the minutes of March 8, 2017, was made by John Bolduc, seconded by Justin Rondash and carried with one abstention by Stephanie Harrington.*

**B. Approval of Financial Statement – March 2017:**

The budget is not in great shape due to unanticipated expenses with a projected deficit of approximately \$116, 000 (due to two special education outplaced students and legal expenses).

**4. ADMINISTRATIVE REPORTS:**

**A. Monthly Report:** No Report

**B. Principal's Report:**

- Enrollment is at 155 students.
- Professional Development for Math workshops with Bridges and Early Childhood Education topics was rescheduled until June due to snow.
- Assessments for SBAC and NWEA will begin April 27<sup>th</sup>.
- Grade 5 Science CMT is completed.
- The School Readiness Council Grant was submitted.
- 6<sup>th</sup> grade students are attending Nature's Classroom.
- Positive Parenting Workshops will be held April 4<sup>th</sup> and April 25<sup>th</sup>.
- The Annual School Climate Surveys will be distributed.
- SLAB Café will be held on April 26<sup>th</sup> with guest speaker former State Senate President Don Williams.
- Screen Free Week will be held the 1<sup>st</sup> week in May with activities to be announced.
- Memorial Day Celebration will be held on May 26<sup>th</sup> at 10am.

**C. Superintendent's Report:**

- The well station was covered by insurance through KERMA for all but \$1,700. A letter was received from the Department of Health regarding a test that was not performed while the system was done and requested a public notice be posted. Another notice will be posted with the test dates that were performed.
- The Governor's Budget proposal has eliminated the Transportation Grant and Excess Cost Grant.
- Vertical Teaming Meeting - the Grade 7 Team will meet with the 6<sup>th</sup> grade teachers.
- The Longer Term Capital Improvement Plan was presented to the Board of Finance along with a boiler issue.
- There is no interest to date for the Voluntary Early Retirement Plan.
- It will be a difficult year for the FY 17-18 Budget.

Chaplin Board of Finance Chair Dick Weingart suggested taking the boiler issue to the Board of Finance for consideration and requested a second opinion on replacing versus repairing.

**5. OLD BUSINESS/NEW BUSINESS:**

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

The qualitative survey results were reviewed and they reflect the voting pattern with strong opinions for or against. There is moderate support for full regionalization and shared services. There was little discussion regarding middle school students.

**B. Addition/Withdrawal Committee Update:**

**C. Dissolution Committee Update:**

The Addition/Withdrawal Committee met jointly with the Dissolution Committee. A list of questions were drafted to send to area towns if the district is dissolved. The individual Boards will be tasked with questions that need legal opinions.

**D. Report of Ad Hoc School Climate Committee:**

The Committee will continue work on the Communication Plan.

**E. State Budget Discussion:**

Towns are still waiting for direction from the state regarding the Governor's budget proposal. Chaplin is in a sound financial situation compared to other towns. Chaplin Board of Finance Chair Dick Weingart reported that it is a difficult budget process with legislative deadlines that may interfere with town budget presentations. The Board of Finance has two budget workshops scheduled for May 21<sup>st</sup> and 24<sup>th</sup> and the Annual Town Meeting is scheduled for the 2<sup>nd</sup> Monday in May.

**F. Final Approval of FY 17-18 COC Budget:**

The Board was presented with the COC budget that was already approved by the COC with a 4.92% increase (contractual salaries and health insurance). A matching 403B plan was adopted for secretaries.

***Motion to approve the FY 17-18 COC Budget, was made by John Bolduc, seconded by Stacy Foster and carried with one abstention by Justin Rondash.***

**G. Potential Approval of Revised FY 17-18 Budget Based Upon Consideration of Board of Finance Recommendations:**

The Board of Finance recommended reducing the budget from a 3.93% increase (previously approved) to a 3% increase. The Early Retirement Incentive would be significant cost savings to the budget. Any further reductions would impact services. Will Hooper asked about sharing Legal Services with the town. A committee will formed to review shared services. Discussion was held regarding a Contingency Fund through the General Fund. The Board will move forward with the budget as previously approved.

Notification is required to be sent by May 1<sup>st</sup> for staff reductions and a hearing will be held if requested.

**H. Tentative Approval of Board Policies – 6120, 6141, 6141.2:**

*Motion for tentative approval of Policy 6120 – Objective/Priorities of Instructional Program, was made by Stacy Foster, seconded by Justin Rondash and carried unanimously.*

*Motion for tentative approval of Policy 6141 – Curriculum Design and Development, was made by Stacy Foster, seconded by John Bolduc and carried unanimously.*

*Motion for tentative approval of Policy 6141.2 – Separation of Church and State as amended, was made by Will Hooper, seconded by Justin Rondash and carried unanimously.*

**6. COMMITTEE REPORTS:**

**A. Policy Committee:** Covered already

**B. Negotiations Committee:** No Report

**C. Central Office Committee:**

The budget and assessment ratio was approved and the Superintendent review was finalized.

**D. By-Laws Review Special Committee:**

By-Laws review may be moved to the Policy Committee.

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

- Final Approval of Policies
- Early Retirement Incentive
- FY 2017-18 Budget Discussion
- Discussion of Dissolution Plan

**8. ADJOURNMENT:**

*Motion to adjourn (8:49 PM) was made by Will Hooper, seconded by John Bolduc and carried unanimously.*

*Respectfully Submitted by Kathleen Scott  
Recording Clerk*