

*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 regularly scheduled meeting, noted in the meeting minutes, and voted upon.*

**CHAPLIN BOARD OF EDUCATION**  
**Chaplin, Connecticut**  
**Meeting Minutes**  
**May 11, 2016**

**Chairperson Stacy Foster called the meeting to order at 6:31 PM. Present were Board members John Bolduc (6:48 PM), Stephanie Harrington, Will Hooper, Jaclyn Chancey, Justin Rondash and Jamie Spalding. Administrators present were Superintendent Ken Henrici and Principal Patricia King.**

**2. AUDIENCE FOR CITIZENS:**

- Katy Pearl corrected the number of grievances that she spoke about at the April meeting and requested the Board terminate the Principal's contract.
- Shannon Joubert expressed concerns with the cost of attorney fees for grievances.
- Cherilyn Desautels expressed concerns with not receiving surveys per FOI request and the negative impact on school climate from 2014 to present. She also asked the Board to terminate the Principal's contract.
- Elizabeth Coulombe expressed concerns with combining the current two 1<sup>st</sup> grades to one class for 2<sup>nd</sup> grade next year with special needs students in each class.
- Chrissy Stone expressed concerns with how the FOI request was handled and the staff survey results. She asked the Board how they are going to work on improving the negative climate and asked the Board to terminate the Principal's contract.
- Jeff McCartney is interested in follow up by the Board for the school climate and expressed concerns with the cost of attorney fees for grievances.
- Len Piaseczny expressed concerns with combining the two current 1<sup>st</sup> grades to one class for next year with special needs students in each 1<sup>st</sup> grade classroom.

A letter was received from Kathryn Atwell regarding concerns with the Speech Pathologist position.

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

**A. Approval of Minutes – April 13, 2016:**

*Motion to approve the minutes of April 13, 2016, was made by Justin Rondash, seconded by Jaclyn Chancey and carried unanimously.*

**B. Approval of Financial Statement:**

79% of the budget has been spent to date.

*Motion to approve the April 30, 2016 Financial Statement, was made by Jaclyn Chancey, seconded by Stephanie Harrington and carried unanimously.*

**4. ADMINISTRATIVE REPORTS:**

**A. Monthly Report:** None

**B. Principal's Report:**

Enrollment is at 174 students.

- Certified staff will be participating in an early release day on May 13<sup>th</sup> for Professional Learning.
- Mrs. King presented a mini session at EASTCONN on Tiered Intervention and SRBI.
- Smarter Balance testing will be completed on May 12<sup>th</sup>.
- NWEA testing is scheduled to begin on May 17<sup>th</sup>.
- Teacher transition meetings will begin once grade level testing is complete.
- Committee is forming to review current math curriculum.
- Spring Newsletter sent home May 10<sup>th</sup>.
- Student Truancy has decreased 8%. The Committee meets monthly to review and plan interventions.
- Parent workshop on “Summer-size your Brain” will be held on June 6<sup>th</sup>.
- School-wide composting has begun with lunch and classroom participation.
- Ten new iMacs were purchased through SDE tech grant.
- Additional security measures and upgrades completed.

Upcoming events include:

- PTO Plant Sale May 21
- Memorial Day Program May 27
- Spring Concert June 2
- Annual Road Race June 4
- Town Hall Meeting June 8
- Class Night June 10
- Awards Assembly June 13
- Last Day of School June 14

**C. Superintendent’s Report:**

- The MBR Appeal was denied by the State Department of Education. \$126,930 was appropriated by the town to cover the deficit and there will be implications for next year’s budget.
- The ECS Grant was reduced \$25,000 and the Transportation Grant was reduced \$24,000.
- Newly Proposed Laws were presented at the CABE Legislative Issues Workshop attended by Superintendent Henrici..
- CABE On-line Policy Service costs \$2,700 the first year to set up and \$1,300 for each year after.
- Megan Torcellini will provide technology services for the town of Chaplin.
- The deadline for the Early Retirement Incentive Plan is May 16<sup>th</sup>.
- Superintendent Henrici recommends establishing a School Climate Committee with parents, teachers and administration to identify issues and how to address them.
- Unfunded Mandates are a burden on local districts.
- The School Security Audit was held on May 4<sup>th</sup>. Will Hooper reported that Chaplin Elementary is in good shape (well designed for ease of evacuation) with the following already planned for and in the budget: repair sidewalks, replace blinds and AC unit for the kitchen. The Fire Department recommended a fire lane close to the school for emergency vehicles and a dry hydrant similar to one at Parish Hill.
- The Empty Bowl raised \$5,400 for the Willimantic Soup Kitchen.
- Bus bids are due tomorrow.
- The Board was presented with a list of reductions from the Governor’s budget.
- A parent meeting will be scheduled within the next two weeks.

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

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

There are no updates from the Subcommittees. The next meeting will be held on June 2<sup>nd</sup> at Scotland Elementary that conflicts with the School Concert at Chaplin Elementary. Jaclyn Chancey expressed concerns with the delay in sending out the survey that would provide accurate information. The RD11 Chair received a request for the establishment of an addition/withdrawal of grades study from the Scotland BOE Chair and Hampton BOE Chair.

**B. Update on Early Retirement Incentive Plan:**

One letter has been received to date for the Early Retirement Incentive Plan that has a deadline of March 16<sup>th</sup>.

**C. Proposal for Shared Technology Services for Town of Chaplin and Chaplin Board of Education:**

Three hours of technology is needed at the Chaplin Town Hall which will be provided by a school tech support person

**6. NEW BUSINESS:**

**A. Discussion of Potential 15-16 School Calendar Modification (determine last student day of School):**

The last day of school is Tuesday, June 14<sup>th</sup>.

**B. Tentative Approval of Board Policies:**

**a. #5131.91 – Hazing:**

**b. #5131.911 – Bullying:**

*Motion for tentative approval of Policy #5131.91 – Hazing and Policy #5131.911 – Bullying as amended, was made by Will Hooper, seconded by John Bolduc and carried unanimously.*

**C. Discussion of School Climate:**

The Board received copies of the School Climate surveys from June 2013 and forward. The charge of the Board is to set policy for the administration to implement. Discussion was held regarding establishing a School Climate Committee. Jaclyn Chancey suggested obtaining a model School Climate Policy from another town and recommended the Committee be represented from both sides. The Committee will consist of two Board members, the Superintendent, the Principal, three parents, and three teachers (one from grades PreK – 2, one from grades 3 – 6, one from support staff).

**D. Letter of Retirement - Sandi Dunnack:**

A letter of Retirement was received from Sandi Dunnack effective June 30, 2016. The Board received an invitation to a retirement party for Sandi Dunnack.

*Motion to accept with regret letter of retirement from Sandi Dunnack, was received from Will Hooper, seconded by John Bolduc and carried unanimously.*

**7. COMMITTEE REPORTS:**

**A. Policy Committee:**

***Motion to approve expending funds to place Board policies online through the CABA online policy service, was made by Will Hooper, seconded by Jaclyn Chancey and carried unanimously.***

**B. Negotiations Committee:**

There was a minor change to life insurance.

**C. Central Office Committee: No Report**

**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 Meetings
- Parent Meeting Update
- AdHoc School Climate Committee
- Early Retirement Incentive Plan
- Final Approval of Policies
- Tentative Approval of Policies

The next meeting is scheduled for June 8, 2016.

**9. ADJOURNMENT:**

***Motion to adjourn (8:42 PM) was made by Justin Rondash, seconded by Jaclyn Chancey and carried unanimously.***

***Respectfully Submitted by Kathleen Scott  
Recording Clerk***