

*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**  
**June 8, 2016**

**Chairperson Stacy Foster called the meeting to order at 6:32 PM. Present were Board members John Bolduc, 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:**

- Cherilyn Desautels presented letter to the Superintendent with 170 signatures with a vote of no confidence for Principal King.
- Lena Rossi asked if there is a cap on the number of students and tuition rate for the magnet school. Superintendent Henrici reported there is no cap and the school is open to anyone who meets the admission requirements or lottery.
- Chris Blair is on the School Climate Committee and asked about the timeframe, how members are selected and meeting schedule. This Committee will be addressed later on the agenda.

A letter was received from Joanna Martin regarding concerns with the staff and communication. She asked the Board to end the contract for Mrs. King.

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

**A. Approval of Minutes – May 11, 2016:**

***Motion to approve the minutes of May 11, 2016, was made by Justin Rondash, seconded by Will Hooper and carried unanimously.***

**B. Approval of Financial Statement:**

***Motion to approve the Financial Statement from July 2015 to May 2016, was made by Jaclyn Chancey, seconded by Will Hooper and carried unanimously.***

Jamie Spalding suggested preventive maintenance be done on the building including changing filters.

**4. ADMINISTRATIVE REPORTS:**

**A. Monthly Report: No Report**

**B. Principal's Report:**

- There are no changes to staff or enrollment.
- The last day for students is June 14<sup>th</sup> and the last day for staff is June 15<sup>th</sup>.
- 6<sup>th</sup> grade Class Night will be held on June 9<sup>th</sup>.
- The Awards Assembly will be held on June 13<sup>th</sup>.
- The Softball Game with the 6<sup>th</sup> grade will be held on June 14<sup>th</sup>.

- The Board was presented with assessment data. School-wide projected goals were reached for both Math - projected growth was 11.8 pts, actual growth was 14.8 pts) and Reading - projected growth was 14.4 pts, actual growth was 15.5 pts.

**C. Superintendent's Report:**

- Chaplin is receiving \$47,000 less in state funding with the hope for no additional reductions.
- An official notice was received from the state regarding the MBR.
- RD11 BOE received notice from the Hampton & Scotland Board Chair requesting an addition/withdrawal study be established that has a potential impact to the elementary schools. The Committee has up to a year to make recommendations and one option may be to tuition out high school students and return 7<sup>th</sup> and 8<sup>th</sup> grade students to the elementary schools.
- All three towns will hold a special meeting on June 15<sup>th</sup> by the Board of Selectmen to establish a study on dissolution. It has a similar timeline as the addition/withdrawal study.
- Congratulations to the Cafeteria Staff on a job well done. The Cafeteria was certified by the state. An air conditioner will be installed in the kitchen on June 20<sup>th</sup>.
- The Board will be emailed a final report dealing with regional cooperation and a copy of the old addition/withdrawal grades study.
- Congratulations to Sandi Dunnack and CeCe Hanycky for their 31 years of exceptional service.

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

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

The last meeting was cancelled due to an issue with posting. Two potential meeting dates for the next meeting are June 23 (a referendum is scheduled) and June 30. The Chaplin Board of Education is available June 30<sup>th</sup> and the meeting will be held at Chaplin Elementary at 7pm.

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

The deadline for the Early Retirement Incentive Plan was May 16<sup>th</sup> and will not be offered due to only one teacher responding.

**C. Final Approval of Board Policies:**

**a. #5131.91 – Hazing:**

*Motion to approve Policy #5131.91 Hazing with minor changes, was made by Jaclyn Chancey, seconded by Justin Rondash and carried unanimously.*

**b. #5131.911 – Bullying:**

*Motion to approve Policy #5131.911 Bullying, was made by Jaclyn Chancey, seconded by John Bolduc and carried unanimously.*

*Motion to add to agenda Fire Department Security/Safety as Item #5D, was made by Will Hooper, seconded by John Bolduc and carried unanimously.*

**D. Fire Department Security/Safety:**

The Safety plan will be available in several places. The Fire Marshall has been notified regarding the front door locking system. The owner of the property next to the pond is not interested in a dry hydrant. The Fire Department is confident they can pull water from the pond when necessary. A fire lane will be designated close to the school for emergency vehicles.

## 6. NEW BUSINESS:

### A. Parent Meeting Update:

There was a small turnout at the meeting held on May 26<sup>th</sup> due to end of the year activities. The meeting was productive with discussion of priorities for Chaplin Elementary. Input from this Committee will be very helpful to the School Climate Committee. A meeting will be held quarterly and a meeting schedule will be prepared for the start of the coming school year.

### B. Ad Hoc School Climate Committee:

The School Climate Committee will represent all elements of Chaplin Elementary. The Committee will include 2 Board members and 3 Teachers. To date, 7 parents and 3 community members have volunteered. The Superintendent will use a computer program Random Picker to select 3 parents and 1 community member from the pool of volunteers. A meeting will be scheduled as soon as possible. Meetings will be open to the public and posted on Connect Ed to notify parents. Ground rules will be set at the 1<sup>st</sup> meeting.

### C. Approval of Additional Appropriation of \$126,630 to FY 15-16 Budget to Meet MBR (Already approved at May 9 Town of Chaplin Annual Town Meeting):

*Motion to approve Additional Appropriation of \$126,630 to FY 15-16 Budget to Meet MBR, was made by Jaclyn Chancey, seconded by Justin Rondash and carried unanimously.*

### D. Tentative Approval of Board Policies:

#### a. #4118.15 (4218.15) – Workplace Bullying:

There are two Policy numbers for Workplace Bullying due to being in two different sections.

*Motion for tentative approval of Policy #4118.15 (4218.15) Workplace Bullying, was made by Will Hooper, seconded by Jaclyn Chancey and carried unanimously.*

*Motion to add to agenda discussion of Well Water Treatment and Monitoring, was made by Jamie Spalding, seconded by Justin Rondash and carried unanimously.*

Jamie Spalding suggested scheduling water testing the end of August closer to the start of school.

## 7. COMMITTEE REPORTS:

### A. Policy Committee:

The CAFE Online Policies Service has been implemented.

### B. Negotiations Committee:

The union has requested information and negotiations will commence on August 12<sup>th</sup>.

### C. Central Office Committee: Will meet before the end of the fiscal year

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

## 8. AGENDA ITEMS FOR NEXT MEETING:

- Tri-Town Education Update – Four Boards of Education and Subcommittee meetings
- Ad Hoc School Climate Committee
- Parent Meeting Schedule

- Final Approval of Policies

Superintendent Henrici recommended changing the August meeting to the end of the month to account for new hires.

***Motion to move the meeting date from August 10<sup>th</sup> to 24<sup>th</sup>, was made by Justin Rondash, seconded by Jaclyn Chancey and carried unanimously.***

***Motion to add Executive Session to the agenda to discuss Confidentiality of Board emails, was made by Will Hooper, seconded by Jaclyn Chancey and carried unanimously.***

Stephanie Harrington expressed concerns with no Monthly Report at the last few meetings. Chris Blair reported that the school has been very busy with the following: Band/Chorus concerts, wonderful field day, "Summersize Your Brain" workshop and Truck Stop Hot Dog Sale sponsored by the 3<sup>rd</sup> grade who will donate \$150 of proceeds to Haiti.

***Motion to enter into Executive Session (8:06 PM) for the purpose of discussing Confidentiality of Board emails, was made by Justin Rondash, seconded by John Bolduc and carried unanimously.***

The Board came out of Executive Session at 8:18 PM.

***Motion to add to agenda School Climate and Culture, was made by Justin Rondash, seconded by Will Hooper and carried unanimously.***

Discussion was held regarding School Climate and Culture.

***Motion to direct Superintendent Henrici to address and pursue current climate and culture and report what action has been taken to address the current climate and culture and report and notify the Board of actions, was made by Jamie Spalding, seconded by Justin Rondash and carried unanimously.***

**9. ADJOURNMENT:**

***Motion to adjourn (8:53 PM) was made by Jaclyn Chancey, seconded by Stephanie Harrington and carried unanimously.***

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