

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, 2010

Chairperson Rachel O’Neill called the meeting to order at 6:32 PM. Present were Board members Annemarie Burnham, Stephanie Harrington, Angelina Pearce, Megan Hicks and Jean Lambert. Administrators present were Interim Superintendent Ken Henrici and Principal Dan White. Unable to attend was Board member John Bolduc.

2. PUBLIC BUDGET INPUT FOR FY 10-11:

Chaplin Board of Finance Chair Dick Weingart looks forward to working with the Board during the process of budget preparation to ensure that the budget meets the needs of the town within available resources. The budget request letter presented to the Board was similar to a letter presented last year with an additional request for historical staffing information. A Board of Education budget presentation is scheduled for March 15th.

3. WRITTEN COMMUNICATIONS TO THE BOARD:

A budget request letter was received from Chaplin Board of Finance Chair Dick Weingart regarding Budget Preparation.

The Board received a notice regarding a Blood Drive with a bone marrow registry that will be held on Friday.

A letter was received from Marien & Company regarding accounting procedures for ARRA funds and an independent accountant report for ED001 funds (Grant Funds and Preschool) regarding any adjustments.

A letter was received from CES Co-Chairs Chris Blair and Nancy Douton regarding concerns with the Race to the Top program.

4. COMMUNICATION WITH THE AUDIENCE: None

5. INFORMATION ITEMS:

A. Monthly Report:

Nancy Douton presented the monthly report. Everyone is prepping for the CMT test in March. The CMT Clubs started last week after vacation and were well attended. The teachers have had training on the Blue Ribbon Assessment website and the Study Island program. The students seem to like the Study Island program and some are accessing it at home to practice. Teachers can target certain skills based on each individual student’s performance on Study Island.

The 4th, 5th and 6th grades participated in a Geography Bee this week. Nick Neborsky was the school’s winner. This is all part of the National Geography Bee.

Last week, the whole school was treated to an assembly with music from Uganda. Everyone was on his/her feet dancing to the lively music. The 6th grade is raising money to dig a well for clean water in Uganda as part of their Water Project. One of the performers was from Uganda and was impressed with what the students are doing. He promised to return to tell the students more about his native land.

The Kindergarten held its Holiday Luncheon before the break. There were over 50 family members who attended. They brought traditional holiday dishes to be shared by all. Everyone got to try foods from many different countries including Mexico and Finland. All had a great time.

One of the 2nd grade classes went to the North Windham School as part of the Imagination Connection. The students met with their buddies and wrote poetry together.

The Annual Winter Concert was as successful as ever. The students do such a nice job and Mrs. Peck finds great music that they love to perform. Many staff members volunteer to give up their free time to help make the concert run smoothly and let the parents enjoy the show. This is another example of how our great staff members are willing to help each other.

A donation of toys, books, hats, mittens and money was given to the Women's Shelter by the 5th grade. Each grade level donated different items for the shelter. There has been a giving tree to collect for the shelter for over six years now. As usual, the community was willing to help others even when they might be struggling themselves.

The 6th grade learned about Pyramids and Pharaohs while the primary grades learned about Fossils and Pyramids from Paulette Morin. The assembly is an annual event shared with Hampton and Scotland. The students are always fascinated with her presentation and artifacts.

Today was World Class Readers Day. Staff and students met after school to talk about particular books that they had read and then the entire group shared what they had done. It is a great opportunity to just share a good book without any pressure. This has been a popular activity since its inception years ago but attendance has waned a little this year. The staff will be starting a bulletin board about World Class Readers to help increase participation.

B. Principal and Superintendent Information:

Principal

- CMT Preparation
 - ◆ 26 days until CMT Writing Prompt on Tuesday, March 2nd
 - ◆ Study Island Program (students can access at home)
 - ◆ Blue Ribbon Assessment Program (teachers can pick a content strand)
 - ◆ CIT Meetings held on Monday, January 11th
 - ◆ CMT After School Clubs – 6 sessions (& 1 celebration)
 - Language Arts – 42 students in grades 3-6
 - Math – 31 students in grades 3-6
- Calendar
 - ◆ Tentative calendar(s) for February 10th BOE Meeting (would like final calendar ready in March)
- Budget – 2010 – 2011
 - ◆ Budget worksheets from staff
 - ◆ Closely looking at student enrollment
 - ◆ Meeting with Ken Henrici on Wednesday, January 20th

- Expectant Mothers
 - ◆ Michelle Moon – expecting twins in July (leaving end of April)
 - ◆ Carrie Gryzwacz – expecting baby boy in May (leaving in May)
- Rebecca Goettel
 - ◆ Grade 2 – medical leave (will be about approximately 6-8 weeks)
 - ◆ Sheena Martin – long term substitute (already in place, letters will be sent home to parents)
- Upcoming events:
 - ◆ Early Release Day – Friday, January 15th @1:15 (PD-CMT, mini smartboard workshop)
 - ◆ Blood Drive and Bone Marrow Registry – Friday, January 15th, 1:30 – 5:00 (Daniel Caron organized this as an Eagle Scout Project)
 - ◆ SERC Data Team Meetings – Thursday, January 21st – CALI models
 - ◆ Grades 3-6 visit PH for performance of Grease – Friday, January 22nd
 - ◆ Pam Skelly (EASTCONN) – SMART Board workshops 1/27 & 29
 - ◆ Math Data Team Meetings – Tuesday, February 2nd
 - ◆ CES Town Meeting (PBIS Program) – Wednesday, February 3rd
 - ◆ SERC Data Team Meetings – Tuesday, February 9th

A report was presented to the Board from Donna Dufresne regarding the TAG program.

Superintendent

1. FY 2010 – 2011 Budget:

The Administration is very aware of the economy and will review the budget closely to prepare a fiscally responsible budget that meets the educational needs of the students. Insurance is expected to increase approximately 12-15% but the exact cost is unknown to date.

2. K-12 Curriculum Coordination; Vertical Teaming:

Vertical teaming is going well. Scott Gagnon has met with and been welcomed by the 6th grade teachers from the three elementary schools. He has been invited to a SERC meeting as well.

3. Bus Bid Update:

There has been interest from several bus companies including First Student, DATTCO, EASTCONN, NE Transportation and M&J. Bids will be opened on January 22nd.

4. Open House for 6th Graders and their Parents – Parish Hill:

Open House was very successful with a good turnout and received many positive comments.

5. RTTT Grant:

The Race to the Top Grant is a federal grant with no guarantee of funding for CT and many unknowns. All districts were encouraged to apply by SDE (approximately 40% have signed up to date). Chaplin could receive approximately \$3,500 per year with a larger amount for all 4 years of the grant. The program is tailored to standards already in place at Chaplin Elementary School (CALI and CBAS). A signed MOU was sent to the state.

The musical performance "Grease" will be held at Parish Hill on Saturday at 7:00 pm and Sunday at 2:00 pm.

Superintendent Henrici commended Daniel Caron, who is very active at CES, for his work on an incredible Eagle Scout Project.

Fuel was locked in at \$2.03/gal. The latest cost is \$2.55/gal. and climbing.

C. Enrollment/Staff/Update:

Enrollment is minus one student at 172. Sheena Martin will substitute for Rebecca Goettel.

6. OLD BUSINESS/NEW BUSINESS:

A. Approval of Minutes: December 9, 2009

Motion to approve the minutes of December 9, 2009, was made by Stephanie Harrington, seconded by Annemarie Burnham and carried unanimously.

B. Approval of Financial Statement:

Motion to approve the Financial Statement, was made by Angelina Pearce, seconded by Annemarie Burnham and carried unanimously.

C. Bus Bid – July 1, 2010 – June 30, 2013:

All three elementary schools include transportation for PreK-12 in their budgets. Noelle Cormier presented information on segregating transportation from Parish Hill from the CES budget. Rachel O'Neill suggested listing transportation for Parish Hill separately from the elementary school for presentation to the town.

D. Discussion of Shared Services:

Hampton will be contacted to set up a meeting to discuss shared services.

E. ARRA Funds:

There was a misunderstanding regarding the ARRA funds that will be sent to the Board of Education in the amount of \$268,000. These funds will be offset by the reduction in the ECS grant and will be kept in a separate account in the Grant funds.

F. Policy Discussion of Use of Physical Force – Physical Restraint (s)/Seclusion:

The Board was presented with policy and information on new Special Education Guidelines from the State Department of Education for review. Parents are required to be notified if a student is being evaluated.

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

A. CABE/EASTCONN: No Report

B. Educational & Board Policies: No Report

C. Personnel & Supervision Policies: No Report

D. Central Office:

A budget workshop was held and the Committee will meet in January to adopt a budget. The Superintendent Evaluation will be presented to the Chaplin Elementary and RD11 Board Chairs for input and review.

E. Building, Grounds & Insurance: No Report

F. Transportation:

There was a minor bus accident (with 12 students on the bus) on Lynch Road last Thursday with mirrors grazed by a truck. All parents were notified. A meeting will be held on January 27th at 5:30 PM in the conference room to review the bus bids.

G. Public Relations:

Press releases are being sent to the Reminder News and Neighbors on the good happenings in town including the CAPSS awards and the Trout in the Classroom program.

H. School Readiness/Discover:

The next meeting will be held on January 19th at 5:30 PM.

I. Technology: No Report

8. SECOND AUDIENCE/COMMUNICATIONS:

Nancy Douton suggested using grant funds for Summer School. Rachel O'Neill suggested using student teachers from UCONN to assist with Summer School.

9. NEXT MEETING AGENDA ITEMS:

- Budget
- Discussion and possible approval of Policy 5144.1
- Calendar

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

Motion to enter into Executive Session (8:15 PM) for the purpose of discussing Personnel and/or Legal Matters, was made by Annemarie Burnham, seconded by Rachel O'Neill and carried unanimously.

The Board came out of Executive Session at 8:20 PM.

11. ADJOURNMENT:

Motion to adjourn (8:21 PM) was made by Stephanie Harrington, seconded by Angelina Pearce and carried unanimously.

*Respectfully Submitted by Kathleen Scott
Recording Secretary*