

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
October 12, 2011

Chairperson Rachel O’Neill called the meeting to order at 6:45 PM. Present were Board members Annemarie Burnham, Stephanie Harrington, Angelina Pearce, Megan Hicks and Jean Lambert. Administrators present were Superintendent Ken Henrici and Principal Dan White. Unable to attend was Board member John Bolduc.

2. WRITTEN COMMUNICATIONS TO THE BOARD: None

3. COMMUNICATION WITH THE AUDIENCE: None

4. INFORMATION ITEMS:

A. Monthly Report:

The Board was presented with the programs for CES talented and gifted students and intervention groups have been up and running since the second week of school, including several talent pool clusters, classroom support in writing and reading, and small intervention groups in writing. During lunch and recess there are enrichment clusters open to all students, including chess, writing for performance and The People’s Chorus. The Student Advisory Leadership Board (SLAB) will be meeting on Fridays from 3:00 – 4:00 starting next week.

B. Principal and Superintendent Information:

Principal

- ❖ Playground Project is completed
- ❖ School Climate & Anti-Bullying Conference
 - PD – November 10
 - School Climate Plan due January 2012 – a uniform survey for students, staff and parents will be sent to every school district in the state
- ❖ Positive Parenting Class
 - Thursday nights with Ruth Freeman– October 13-November 17 (not 11/10)
 - 6:00-8:00pm in the Library
 - Childcare and light refreshments
- ❖ Professional Development
 - Jen Serravallo – October 7th - worked on reading with staff with very positive feedback
 - Jen Serravallo – October 25th - will go into classrooms to observe
- ❖ Family Reading Night
 - Thursday, October 27th – 5:30-7:30pm – Guest readers will be Superintendent Henrici and Parish Hill Principal Dori Smith
 - Book Fair – 9:00am – 8:00pm

Superintendent

1. K-12 Curriculum Coordination/Vertical Teaming Update:
The September meeting was very productive. The schools use different programs. Sixth and seventh grade teachers will review integrated learning systems before the next meeting on November 16.
2. CMT Plan Update:
The plan is collaborative with goals and will be discussed later on the agenda.
3. EASTCONN Consortium-Fuel bid will go out mid-October:
Superintendent Henrici recommends waiting to go out to bid for fuel hoping the price will drop below \$3/gal.
4. Proposed EASTCONN Health Collaborative-Update:
A rate structure with the present carrier was submitted to EASTCONN per their request. A meeting will be held in October.
5. Meeting with Anthem Health Insurance Brokers:
A meeting will be held October 13th at 10am. The district has a favorable claims history which will be a factor in determining the rate structure.
6. FY 12-13 Budget:
This will be a difficult budget year. Superintendent Henrici commended the teachers for agreeing to a hard zero for salaries this year. Many variables could impact the budget including: contractual obligations, fuel oil prices and health insurance.

Superintendent Henrici is honored to be part of Family Reading Night and encourages Board members to participate.

The percentage of Chaplin's student enrollment at Parish Hill for the 12-13 school year is expected to increase Chaplin assessments by approximately 12%.

The November 9th Board of Education meeting conflicts with the CAPPS Superintendent Award Ceremony. Superintendent Henrici recommends changing the November meeting.

C. Enrollment/Staff/Facility Update:

Enrollment is at 182 students and there are no staffing changes.

5. OLD BUSINESS/NEW BUSINESS:

A. Approval of Minutes: September 14, 2011

Motion to approve the minutes of September 14, 2011, was made by Annemarie Burnham, seconded by Stephanie Harrington and carried with abstentions by Stephanie Harrington and Jean Lambert.

B. Approval of Financial Statement:

Motion to approve the Financial Statement for period ending September 30, 2011, was made by Annemarie Burnham, seconded by Jean Lambert and carried unanimously.

C. CMT Update:

Linda Rogers presented the CMT Focus Plan that includes ambitious goals with clearly defined strategies that tie in with the Literacy Data Teams and the Math Data Teams. There will be curriculum binders for teachers that will align with common standards and assessment strategies. The Plan includes Learning Walks for observing classroom instruction with teacher feedback given

immediately after the observation. The next walk is October 20th. The next Literacy Meeting is October 26th.

School wide DRP assessments for grades 2-6 were held. Students are given nonfiction passages that assess comprehension. Students that need help meet with the Intervention Specialist.

Students are encouraged to read to build stamina (the ability to read for longer periods of time), engagement and volume (reading more books in a week). There is a need for more parent involvement to encourage students to read at home. A small number of summer reading journals were returned out of 180 journals sent home.

D. Tentative Approval of Computer Acceptable Use Policy #6141.321 (a) and Appendix A- Code of Conduct:

Motion for tentative approval of Computer Acceptable Use Policy #6141.321, was made by Stephanie Harrington, seconded by Annemarie Burnham and carried unanimously.

E. Tentative Approval of Staff Social Networking Policy #4118.51:

Motion for tentative approval of Staff Social Networking Policy #4118.51 "Version 4" with edits, was made by Annemarie Burnham, seconded by Jean Lambert and carried unanimously.

F. Tentative Approval of Student Social Networking Policy #6141.326:

Motion for tentative approval of Student Social Networking Policy #6141.326 (a) with edits, was made by Annemarie Burnham, seconded by Megan Hicks and carried unanimously.

G. Next Meeting Date:

Motion to change next meeting from November 9th to November 3rd at 6:30 PM, was made by Annemarie Burnham, seconded by Jean Lambert and carried unanimously.

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

A. CABE/EASTCONN:

EASTCONN held a ribbon cutting ceremony for the new building with the Lt. Governor in attendance.

B. Educational & Board Policies: No Report

C. Personnel & Supervision Policies: No Report

D. Central Office: No Report

E. Building, Grounds & Insurance: No Report

F. Transportation:

The route has been changed for the bus that was arriving late.

G. Public Relations: No Report

H. School Readiness/Discovery:

Megan Hicks was elected as the new Chairperson. The PreK program is at full capacity with 28 students. The next meeting will be held in November.

I. Technology:

New laptops are still being setup. A plan for the older laptops has not been established.

7. SECOND AUDIENCE/COMMUNICATIONS:

Principal White reported that there is an opening for an evening custodian with benefits.

8. NEXT MEETING AGENDA ITEMS:

- Final Approval of Computer Acceptable Use Policy
- Final Approval of Staff Social Networking Policy
- Final Approval of Student Social Networking Policy
- CMT Update

9. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND/OR LEGAL MATTERS: None

10. ADJOURNMENT:

Motion to adjourn (8:07 PM) was made by Megan Hicks, seconded by Jean Lambert and carried unanimously.

*Respectfully Submitted by Kathleen Scott
Recording Secretary*