

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 13, 2010

Chairperson Rachel O’Neill called the meeting to order at 6:31 PM. Present were Board members Annemarie Burnham, Stephanie Harrington, Angelina Pearce, John Bolduc, Megan Hicks and Jean Lambert. Administrators present were Interim Superintendent Ken Henrici and Principal Dan White.

2. WRITTEN COMMUNICATIONS TO THE BOARD: None

3. COMMUNICATION WITH THE AUDIENCE:

Barbara Walters introduced the 6th grade class officers.

President – Patrick Morse

Vice-President – Cory Harrington

Co-Secretaries – Sabrina Chesters and Marissa Deal

Co-Treasurers – Chase DeCandia and Jacob Islieb

The students presented their activities to date which include a new pilot program for Reading, learning about King Tut in Social Studies, learning about the weather in Science and using a pedometer to track walking steps. The students are also deciding on community projects, fundraising and future activities.

4. INFORMATION ITEMS:

A. Monthly Report:

The Monthly Report was presented. September proved to be a very busy month for Chaplin staff. All classes have been working tirelessly implementing the new writing program and many grades have completed their first unit of study, Launching the Writing Workshop. Students had celebrations sharing their first published piece with 6th grade feasting on a treat of watermelon, symbolizing their ability to select seed topics for stories, not watermelon ideas.

Tuesday’s professional day also focused on the writing curriculum. Staff spent the morning mapping out the next unit of study in grade level meetings and met with Mansfield mentors in the afternoon focusing on conferencing and partner work with students.

First grade said goodbye to summer and hello to fall! They recently went on a field trip to Windham Hospital where children participated in a tour, listened to a surgical nurse and dressed up the way a real surgeon would for surgery. First graders continue to read many great books as they develop reading lives. As writers, they are sustaining their focus and getting important stories down. In math, students continue to become amazing counters and have been working on efficient strategies for counting.

Sixth grade has been working with Donna Drasch and Donna Dufresne on a water works program. Students recently went down to the river to collect water creatures and note the variety of species found. The water works program will continue throughout the year and is an integral part of the Sixth grade science program.

As you can see, many good things are happening in Chaplin Elementary School.

B. Principal and Superintendent Information:

Principal

- Curriculum Nights – October 7th done voluntarily and well attended
 - Grade 1 & Grade 3D
- Capital Improvement Projects – update
 - Playground project-ready to use October 15th
- Coordinated Review Effort/School Meals Initiative (CRE/SMI)
 - CSDE administrative review to evaluate compliance with state and federal regulations concerning the National School Lunch Program
 - March 14 & 15
 - Cafeteria Manager Vicki Naumec attended September 23rd School Nutrition Program Conference.
- Free and Reduced Lunch percentages – CES 2010-2011
 - 48 of 188 students – 25.53%
- Cafeteria policy/procedures for lack of payment
 - A draft policy will be presented at the next meeting
- Special Education Evaluation Timeline
 - 2009-2010 Evaluation Timeline certified on 9/7/10
 - Percentage of completed on-time evaluations – 100% (met goal)
- Upcoming Dates
 - Grade 6 Parent Night – Thursday, October 14th 6:30
 - Relay for Life – October 16th & 17th – ECSU Baseball Field in Mansfield – staff is well represented
 - Book Fair – October 25-28
 - Chaplin Reads – Family Reading Night – Thursday, October 28th
 - PreK Family Friday – October 29th – 10:30-11:30
 - Chaplin C.R.E.W. Meeting – Tuesday, November 2nd – 5:30pm

Superintendent

1. Vertical Teaming; K-12 Curriculum Coordination:
There was a presenter for Project Opening Doors at Parish Hill's professional development day with staff from Chaplin Elementary and Hampton Elementary in attendance. Future meetings will be scheduled to continue the momentum of vertical teaming.
2. Teacher Negotiations:
There was a negotiations session on October 5th for a "meet and greet" and to establish ground rules. The next session is scheduled for October 18th followed by October 27th and November 3rd. A settlement must be reached by November 17th or it goes to mediation. If no settlement reached by December 22nd, it goes to state arbitration.
3. Mandarin Chinese After-School Enrichment Program:
The Mandarin Chinese program is going well with students very excited.
4. SSP's – Student Success Plans:
The Student Success Plans are still in discussion. The plan entails written goals and objectives and how to implement them for every sixth grade student. Student success plans will become mandatory for sixth graders by 2014. The plan will follow students from grade to grade.

Enrollment/Staff/Update:

Enrollment is at 188 students and there are no staff changes.

5. OLD BUSINESS/NEW BUSINESS:

A. Approval of Minutes: September 8, 2010

Motion to approve the minutes of September 8, 2010, was made by John Bolduc, seconded by Annemarie Burnham and carried with two abstentions by Stephanie Harrington and Jean Lambert.

B. Approval of Financial Statement:

15% of the budget has been spent to date.

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

6. Tentative Approval of Board of Education Policy Number 3323 – Soliciting Prices/Bidding Requirements:

Motion for tentative approval of Policy 3323, Soliciting Prices/Bidding Requirements, was made by Annemarie Burnham, seconded by Angelina Pearce and carried unanimously.

Megan Hicks left the meeting at 7:04 PM.

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

A. CABE/EASTCONN:

Executive Director Paula Cohen and Attorney Ann Littlefield discussed the Social Media for internet usage. Head Start is currently undergoing program governance.

B. Educational & Board Policies:

A draft Lunch Payment Policy will be presented to the Committee for review.

C. Personnel & Supervision Policies:

Negotiations will be held on Monday, October 18th at 4:30 PM.

D. Central Office:

Discussion was held regarding the Superintendent Evaluation.

E. Building, Grounds & Insurance:

A base material will be installed under the playscape. A meeting will be held on October 21st to discuss insurance needs. The premiums did not go up due to good claims history.

F. Transportation:

Buses are arriving on time. A reminder was sent to parents that students should not be dropped off before 8 am.

G. Public Relations:

The RD11 Newsletter went out to families and also to Chaplin Elementary staff.

H. School Readiness/Discovery:

The Committee discussed the program and NEYAC accreditation.

I. Technology:

Smartboards were installed in Kindergarten and Talented & Gifted. The staff laptops are under warranty until July. The administration is considering leasing options with fast changing technology.

8. SECOND AUDIENCE/COMMUNICATIONS:

Superintendent Henrici commended the 6th grade class officers who are future leaders for a job well done.

9. NEXT MEETING AGENDA ITEMS:

- Lunch Payment Policy
- Final Approval of Policy 3323
- TAG Presentation

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

Motion to enter into Executive Session (7:14 PM) for the purpose of discussing Personnel and/or Legal Matters and invite the Superintendent to attend, was made by Stephanie Harrington, seconded by Annemarie Burnham and carried unanimously.

The Board came out of Executive Session at 7:22 pm

11. ADJOURNMENT:

*Respectfully Submitted by Kathleen Scott
Recording Secretary*