

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
December 8, 2010

Chairperson Rachel O’Neill called the meeting to order at 6:30 PM. Present were Board members Annemarie Burnham, Stephanie Harrington and Megan Hicks. Administrators present were Superintendent Ken Henrici and Principal Dan White. Unable to attend were Board members Angelina Pearce, John Bolduc and Jean Lambert.

2. WRITTEN COMMUNICATIONS TO THE BOARD: None

3. COMMUNICATION WITH THE AUDIENCE: None

4. CAPSS STUDENT LEADER AWARDS:

Superintendent Henrici, Principal White and Chair Rachel O’Neill presented CAPSS Student Leader Awards to Patrick Morse and Olivia Boudreau. Olivia was captain in the end of the year Quest and is involved in drama (has the lead in the school holiday play) and afterschool activities. Patrick also was captain in the end of the year Quest, received academic honors, received the CES Citizenship award for 5th grade and is the 6th grade class President.

5. INFORMATION ITEMS:

A. Monthly Report:

The monthly report was presented. November was a busy month at Chaplin Elementary School. PreK-2 classes enjoyed a puppet show assembly. Math classes in 3rd grade collected 1,000 items – one class collected leaves and the other class collected pennies and arranged them in arrays. Reading in 3rd grade has focused on characterization. Children have been “clue detectives” when reading and used internal and external character traits to develop their writing. Fifth grade had a field trip to EASTCONN and participated in activities with Windham Middle School centering around the Nutmeg Book, “The Lemonade War.” Sixth grade coordinated a school-wide Helping Hands Food Drive” prior to Thanksgiving for a local food bank. To encourage participation, it also included a Spirit Day theme. Students enjoyed the day, stuffed animal day, sport day and honored veterans by wearing red, white and blue. Chaplin School was able to provide many food gift boxes for families in need.

In keeping with the helping spirit, classes are collecting items to be placed under the giving tree. Items will then be donated to a local shelter to be shared with families in need this holiday season.

Lastly, all staff participated in parent-teacher conferences prior to Thanksgiving break.

B. Principal and Superintendent Information:

Principal

- Intervention Specialist position – Sarah Haynes filled the vacancy left by Jennifer Meizels
- CAS events (Connecticut Association of Schools)
 - Elementary Level Student Leadership Training Conference – January 7th
 - Elementary Arts Banquet – February 7th (ceremony held at Aqua Turf that recognizes 6th grade student in Music and Art)
- Budget – 2011-2012
 - Timelines established
 - Presentation at the February BOE meeting

- Upcoming Dates:
 - Drama Presentation – *It's Christmas, Carol* – 7:00pm – December 9th
 - School Readiness Council Meeting – 4:00pm – December 14th
 - Curriculum Coordination Meeting – 1:00pm – December 15th with Parish Hill, Hampton and Scotland
 - Winter Concert – 7:00pm – December 16th
 - Early Release Day – December 23rd – Holiday Break
 - Chaplin C.R.E.W. Meeting – 4:30-6:30pm – January 4th

Superintendent

1. Teacher Negotiations Update:
A fair and reasonable agreement was reached which was fair and reasonable to all parties involved will be up for ratification during Executive Session.
2. Update-Strategic School Profiles – 2009-2010; PSIS-October 1, 2010:
The Strategic School Profiles and PSIS are still not available from the state and are now projected to be available in mid January and will be presented to the Board in February.
3. December 15 Meeting with PHHS, CES, HES, SES-Vertical Teaming; Student Success Plans:
A curriculum meeting will be held to focus on coordinating vertical teaming between the elementary schools and the middle school. There will also be discussion on Grade 6 Student Success Plans, a written plan for each student that includes goals, career ambitions and strength/weaknesses. The Student Success Plans for sixth grade are a component of Connecticut's Secondary School Reform Act.
4. FY 11-12 Budget:
There are many variables in planning the budget, including the status of ECS funding and ARRA funding.
5. Secondary School Reform Act:
Graduation requirements will be more stringent to prepare students for the rigor of a college education. Proposals include four years of math and a Senior Capstone project.

C. Enrollment/Staff/Facility Update:

Enrollment is at 193 and continues to climb (up 19 since last year). Sarah Haynes is the new Intervention Specialist.

D. Annual Report – 2009-2010:

- AYP was met (the percentage is expected go up in 2011).
- Chaplin has a strong sense of community.
- There are strong elements of Professional Development.
- There are many programs for students (TAG, afterschool activities and enrichment).
- The town was thanked for the CIP funds for painting and the playscape.
- The BOE, BOF and community were thanked for their support.

6. OLD BUSINESS/NEW BUSINESS:

A. Approval of Minutes: November 10, 2010

Motion to approve the minutes of November 10, 2010 was made by Stephanie Harrington with the following correction: Item #8E should read – Insurance premiums for CIRMA (worker's compensation and liability) will stay the same. *The motion was seconded by Annemarie Burnham and carried unanimously.*

B. Approval of Financial Statement:

Motion to approve Financial Statement dated July 1, 2010 – November 30, 2010, was made by Annemarie Burnham, seconded by Megan Hicks and carried unanimously.

C. Final Approval of Policy Regarding Non-Payment of Lunches – Option 2:

Rachel O’Neill read the Policy Regarding Non-Payment of Lunches – Option 2.

Motion to approve Policy Regarding Non-Payment of Lunches – Option 2 as read, was made by Stephanie Harrington, seconded by Annemarie Burnham and carried unanimously.

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:

Will be discussed during Executive Session.

D. Central Office: No Report

E. Building, Grounds & Insurance: No Report

F. Transportation: No Report

G. Public Relations: No Report

H. School Readiness/Discovery:

The next meeting is Tuesday, December 14th.

I. Technology: No Report

9. SECOND AUDIENCE/COMMUNICATIONS:

The audience members wished the Board happy holidays.

10. NEXT MEETING AGENDA ITEMS: None

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

Motion to enter into Executive Session (7:00 PM) for the purpose of discussing Personnel and/or Legal Matters, was made by Megan Hicks, seconded by Annemarie Burnham and carried unanimously.

The Board came out of Executive Session at 7:34 PM.

Motion to approve tentative agreement pending formal development of final contract, was made by Stephanie Harrington, seconded by Annemarie Burnham and carried unanimously.

12. ADJOURNMENT:

Motion to adjourn (7:35 PM) was made by Stephanie Harrington, seconded by Megan Hicks and carried unanimously.

***Respectfully Submitted by Kathleen Scott
Recording Secretary***