

*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**  
**February 11, 2009**

**Chairperson Lisa Rose called the meeting to order at 6:37 PM. Present were Board members Annemarie Burnham, Stephanie Harrington, Angelina Pearce, Rachel O’Neill, John Bolduc and Shari Smith. Administrators present were Interim Superintendent Ken Henrici and Principal Dan White.**

**2. WRITTEN COMMUNICATIONS TO THE BOARD:**

A letter was received from Scotland First Selectmen Clark Stearns regarding a meeting to gather information about available space and costs from other schools. The meeting will be held with the First Selectmen and Board of Education Chairs from each town.

A letter was received from Frederick Baruzi from Mansfield Public Schools in response to the Board’s letter. It will be reviewed at their March meeting.

**3. COMMUNICATION WITH THE AUDIENCE: None**

**4. INFORMATION ITEMS:**

**A. Monthly Report:**

Barbara Walters presented information on the annual Geography Bee held in January. Corey Hoskins was the winner with Quinn McAdam as the runner up.

**B. Principal and Superintendent Information:**

**Principal**

- Celebration of the Arts at the Aqua Turf in Southington
  - Cole Tamburri – Music
  - Lydia Leta – Art
  - Lark Peck, Karen Avis and Chris Blair attended with parents of students
- Calendar – staff input
  - Attendance data collected for next Thursday & Friday
- CMT Prep
  - March 3 – Direct Assessment of Writing
  - CMT Clubs Tuesday and Thursday
- Professional Development
  - February 13 – CFA workshop with SERC – Literacy Grant
  - February 18 – School Culture – Donna Drasch – EASTCONN
- Upcoming Events
  - Spaghetti Supper, Silent Auction & Basket Raffle – February 21 – 5:00 to 7:00pm
  - Cholesterol Screening for interested staff – February 26<sup>th</sup>
  - Bob Crelin – Dancing with the Stars event – February 26<sup>th</sup> – 5:30 to 8:00pm – sponsored by the PTO

**Superintendent**

1. NEASC Report for Parish Hill HS: Parish Hill was removed from warning status, was praised for its excellent progress, and received 32 commendations with significant progress acknowledged by NEASC. The report is available on the website.
2. FY 09-10 Budget: It is a difficult budget year due to the economy.
3. CMT Preparation: Covered in the Principal Report. Superintendent Henrici is confident the scores will improve.
4. Enrollment/Staff Report: Covered in the Principal Report
5. Bus Transportation/Bus Bid: The town of Chaplin agreed to wrap the K-12 transportation and fuel costs into the town budget. The language for the 4-year contract will be modified as necessary to consider future options for the district. The Board will review the contract before it goes out to bid. Hampton and Scotland were asked to consider sharing the cost of transportation. Scotland is not interested.

Superintendent Henrici presented a report to the Addition/Withdrawal Study Committee which emphasized notable progress at Parish Hill. He also emphasized the importance of data trends as well as historical data. Parish Hill is moving in the right direction and Mr. Henrici is confident that this trend will continue.

**C. Enrollment/Staff Update:**

There is no change in staff. Long term substitute to cover Lena Rossi has been advertised. Enrollment is at 180 students (+3).

**5. OLD BUSINESS/NEW BUSINESS:**

**A. Approval of Minutes – January 14, 2009:**

*Motion to approve the minutes of January 14, 2009, was made by Rachel O'Neill, seconded by Annemarie Burnham and carried with one abstention by Angelina Pearce.*

**B. Approval of Financial Statement:**

*Motion to approve the Financial Statement, was made by Rachel O'Neill, seconded by Angelina Pearce and carried unanimously.*

**C. Stanley Kreminski Fund:**

Barbara Walters who was a student teacher at the time presented background information on Stanley Kreminski. He was a well liked 6<sup>th</sup> grade teacher who had an untimely death in 1977. A fund was started in his memory intended for field trips or something special for the 6<sup>th</sup> grade. The funds were taken out of a CD and put into a savings account. The staff discussed different ideas to use the funds (approximately \$1,900) and suggested moving to the student activity fund. Suggestions were to redo the intermediate playscape with a plaque in memory of Mr. Kreminski, install a concrete walkway with a memory plaque or divide up the funds between each class. The Board suggested the staff vote on how to use the funds and report back to the Board.

**D. Continued Review of Educational Options:**

Discussion was held about the Ad Hoc Group meeting on February 23<sup>rd</sup> at 5:30 PM with the First Selectmen and Board Chairs. The Board expressed concerns with a letter that will be drafted with a list of questions to be sent to 11 different schools. The letters should be coming from the Board of Education and gives the wrong impression. Similar questions have already been sent out by the Chaplin Board of Education. The letter will be presented to the Board for review before it is sent out.

**6. PRESENTATION OF PRELIMINARY FY 09-10 BUDGET:**

The Board was presented with two draft budgets. The 3% budget (actual -3% without transportation) includes a 10% increase for insurance, increase for IEP Direct Online, new lines for GASB45 (fixed assets inventory) and payroll services, contractual salary increases (the Principal did not take an increase) and a reduction in staff of 2 full-time positions.

The 0% budget (actual -6% without transportation) includes eliminating the Early Intervention Reading Program, eliminating IEP Direct and a reduction in staff of 2 full-time positions and 1 half-time position. A Board member expressed concerns with eliminating the Early Intervention Reading Program. Superintendent Henrici would like a summary of transportation costs and what it includes from the town in writing.

*Motion to have Principal White present a 2.8% budget (-3.2% actual budget without transportation) for the Board to review, was made by Stephanie Harrington, seconded by Lisa Rose and carried unanimously.*

**7. COMMITTEE REPORTS:**

**A. CABE/EASTCONN:**

Shari Smith will fill in for John Bolduc who will be away for 7 weeks with the Guard.

**B. Educational & Board Policies:** No Report

**C. Personnel & Supervision Policies:**

Negotiations have begun with Non-Certified staff. Angelina Pearce will fill in for John Bolduc on this Committee.

**D. Central Office:**

Segregation of duties was recommended with the audit presentation which is difficult due to the limited number of employees. This is common in small districts. The budget was approved with the Superintendent and Financial Supervisor taking no increase.

**E. Building, Grounds & Insurance:** No Report

**F. Transportation:** No Report

**G. Public Relations:** No Report

**H. Preschool:**

The School Readiness Council finished their 2<sup>nd</sup> Newsletter. They would like to talk to Parish Hill to streamline the process and use the bulk mailer if approved by the Post

Office. A playgroup is held on Wednesdays in the Library. The next meeting is March 17<sup>th</sup> at 5:30 PM.

**I. Technology:** No Report

**J. Dissolution Study Committee Report:**

The next meeting is in Hampton at 7:00pm in the Community Center (Grange). First Selectman Bob Dubos held a meeting with the Special Ed Director to discuss costs. The Special Ed Director will be invited to the next Dissolution Study Committee.

**K. Addition/Withdrawal of Grades Committee Report:**

The next meeting is Wednesday, February 18<sup>th</sup> at the Scotland Fire Department Community Hall. A meeting will be held on Wednesday, February 24<sup>th</sup> at Parish Hill to vote on the advisability of Addition/Withdrawal of Grades.

**8. SECOND AUDIENCE/COMMUNICATIONS:**

Barbara Walters asked for clarification on whether the PH staff could bump elementary school teachers if they have certification and seniority if the district dissolved. She also wondered which of the four contracts it would be covered under.

**9. NEXT MEETING AGENDA ITEMS:**

- Budget
- Calendar

**10. EXECUTIVE SESSION TO DISCUSS PERSONNEL:**

*Motion to enter into Executive Session (9:26 PM) for the purpose of discussing Personnel, was made by Stephanie Harrington, seconded by Angelina Pearce and carried unanimously.*

Rachel O'Neill left the meeting at 9:40 PM.

Stephanie Harrington left the meeting at 9:50 PM.

*Motion to exit Executive Session (10:15 PM) was made by John Bolduc, seconded by Shari Smith and carried unanimously.*

**11. ADJOURNMENT:**

*Motion to adjourn (10:17 PM) was made by John Bolduc, seconded by Angelina Pearce and carried unanimously.*

*Respectfully Submitted by Kathleen Scott  
Recording Secretary*