

*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**  
**March 10, 2010**

**Vice-Chair Annemarie Burnham called the meeting to order at 6:35 PM. Present were Board members Stephanie Harrington, Angelina Pearce, John Bolduc and Jean Lambert. Administrators present were Interim Superintendent Ken Henrici and Principal Dan White. Unable to attend was Board members Rachel O’Neill and Megan Hicks.**

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

A letter was received from Michelle Moon requesting FMLA leave of absence.  
A letter was received from Carrie Gryzwacz requesting FMLA leave of absence.  
A letter was received from a parent that will be discussed later in the agenda.

**3. COMMUNICATION WITH THE AUDIENCE:**

Dick Weingart asked the Board to join the town in a budget freeze for non-essential expenditures for the remainder of the year. Declining revenues could affect the CIP request. He also asked that transportation be split out separately for RD11 and CES and that any surplus be returned to the town. Superintendent Henrici reported that it is too early in the year to project a surplus. Mr. Weingart asked the Superintendent what impact the 09/10 Education Revenue update from Brian Mahoney would have on revenues.

**4. INFORMATION ITEMS:**

**A. Monthly Report:**

Nancy Douton presented the monthly report. Most of the past month was spent preparing for the Mastery Testing that is taking place now. The students seem to be taking the testing seriously and good results are expected. The 3<sup>rd</sup> and 4<sup>th</sup> graders finished their testing today and the 6<sup>th</sup> grade will finish tomorrow. The 5<sup>th</sup> graders won’t finish until Friday because of the extra Science test that they have.

The 6<sup>th</sup> graders worked hard on the Spaghetti Supper and Silent Auction to raise money for their trip to Nature’s Classroom. 350 dinners were served and most students had to work two jobs because the class is smaller than in the past. Many staff members gave up their time to help out and even some parents of past students helped out. Everyone knows what a wonderful experience Nature’s Classroom is and wants to make sure that the students get to attend.

Unfortunately the 6<sup>th</sup> graders have not been as successful with their trout. They only have ten left.

The third graders are participating in a pen pal program with retired citizens. They have been corresponding with their pen pals and are always thrilled to receive their letters. This is a great opportunity to practice the lost art of letter writing.

Second graders have been using their maps to learn about Chaplin. They have also had two local residents come to speak to them. They were fascinated to learn from Leslie Ricklin that mummy wrapping was used at the local paper mill.

Students in grades 1-6 are preparing for the Invention Convention. They are learning how to come up with a problem and ways to find a solution through an invention. This is a very exciting project and it is always amazing to see what they come with.

The fifth grades have started their unit on colonial times. They are looking forward to many exciting activities. There are rumors that they may be doing some different things this year so we will have to wait and see what they do.

Realizing that measuring the same distance using different student's feet produced different measurements was a big discovery for the first graders. They were actively measuring many different things and enjoyed being able to do all the hands on activities. Now they have started a unit on shadows and the earth's movement. It is a difficult concept for the children to realize that it is not the sun that is moving rather it is the earth that is moving.

The teachers are thrilled with their smartboards and all the ways that they can enhance the students' learning. They are being used for daily activities and interactive lessons, especially for Science and Math. We are thankful for all the support that the Board and the town give to the school.

## **B. Principal and Superintendent Information:**

### **Principal**

- CMT Testing
  - ◆ Grade 3 & 4 completed testing 3/10
  - ◆ Grade 6 completes testing on 3/11
  - ◆ Grade 5 completes testing on 3/12
  - ◆ 32 make-up tests to complete – at this point
- Surveillance Cameras
  - ◆ Illegal dumping incident found by the Head Custodian
  - ◆ Individual fined after investigation, identified license plate on working cameras
- Committee
  - ◆ Investigating a number of Writing Programs
  - ◆ Looking for school-wide consistency
  - ◆ Next committee meeting – 3/11 at 3:30
- Upcoming Events
  - ◆ PTO Family Movie Night – Planet 51 – 3/12
    - Doors open @ 6:00 & Show @ 6:30, Boy Scouts will provide popcorn and candy
  - ◆ Board of Finance Budget Meeting w/BOE – 3/15 @ 7:00pm at the Senior Center
  - ◆ Chaplin Family Skate – UCONN Rink – 3/21 from 2:15 – 3:15
  - ◆ SERC Data Team Meetings – March 23<sup>rd</sup>
  - ◆ Invention Convention – March 24<sup>th</sup>
  - ◆ Parent/Teacher Conferences – March 25 & 26 – Early Release each day
  - ◆ Easter Egg Hunt & Relay for Life sponsored Breakfast – Saturday, March 27<sup>th</sup>. Hunt @ 10:00 & Breakfast 8:30 – 9:45
  - ◆ Math Data Team Meetings – March 30<sup>th</sup>
  - ◆ Literacy Night featuring Bill Harley – March 31<sup>st</sup> @ 6:30 pm
  - ◆ Grandparent/Senior Center Luncheon – April 1<sup>st</sup> @ 12:00 noon
  - ◆ Grade 6 to Nature's Classroom – April 5-9

**Superintendent**

1. FY 2010 2011 Budget:  
The budget presented is fiscally responsible and significantly lower than other budgets presented in the state (state average of 2.88% for reporting districts).
2. K-12 Curriculum Coordination; CAPT/CMT:  
Scott Gagnon will meet with the 6<sup>th</sup> grade teachers after CAPT/CMT testing.
3. Bus Bid Update – Reduction in Rates by First Student:  
First Student has volunteered to reduce their rates by approximately \$4,000 over three years. Superintendent Henrici will send a letter commending First Student for their goodwill gesture.
4. Empty Bowl Event – Parish Hill:  
Empty Bowl, a tri-town community event was held yesterday was very successful with the largest turnout ever. Over \$8,000 was raised and will be donated to the Covenant Soup Kitchen.
5. Parish Hill/Chaplin Elementary Coordination – Music Department Vocal Performance – May 27:  
All three elementary schools will present a vocal performance on May 27<sup>th</sup>. More events are planned in coordination with the Parish Hill Music Department.
6. Shared Services:  
Hampton is interested in moving forward with shared services. They are anxious to meet again to discuss specifics. A regional summit on shared services will be held at EASTCONN on Thursday, April 1<sup>st</sup> from 8-12pm.

**C. Enrollment/Staff/Update:**

Enrollment is at 172 students with Sheena Martin still substituting for Rebecca Goettel.

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

**A. Approval of Minutes: February 22, 2010**

*Motion to approve the minutes of February 22, 2010, was made by Angelina Pearce, seconded by Stephanie Harrington and carried with by abstentions by John Bolduc and Jean Lambert.*

**B. Approval of Financial Statement:**

Transportation is split 50/50. Consortium prices for fuel are rising with today's price at \$2.56/gal. Chaplin Elementary is locked in at \$2.03/gal until June 30<sup>th</sup>.

*Motion to approve the Financial Statement, was made by Stephanie Harrington, seconded by Angelina Pearce and carried unanimously.*

**C. Formal Approval of 2010-2011 School Calendar:**

Discussion was held by the Principals of the three Elementary Schools and Parish Hill to align the school calendar. There is a slight variance from the calendar presented at the last meeting. Teachers will start on August 26<sup>th</sup> with students starting on August 30<sup>th</sup>. Last day

of school for students will be June 17<sup>th</sup> with five snow days built in. There will be a full week of vacation in February and April.

***Motion to approve 2010-2011 School Calendar, was made by Angelina Pearce, seconded by Stephanie Harrington and carried with the following vote:***

***YES: A. Pearce, A. Burnham, J. Bolduc, J. Lambert.***

***NO: S. Harrington.***

**D. Formal Approval of FY 10-11 Budget:**

Funds for Summer School were realigned to student accounts including instructional equipment, instructional supplies, textbooks/workbooks and homebound tutor. Reduction in transportation was reallocated to the above accounts as well. The overall budget increase is .95%. A 0% budget with an impact statement (reductions would be lower than actual spending in 2008-2009) will also be presented as requested by the Board of Finance. A 0% budget would not be able to be maintained with contractual and insurance increases.

***Motion to approve the FY 2010-11 Budget in the amount of \$3,143,774, was made by Stephanie Harrington, seconded by John Bolduc and carried unanimously.***

**E. Parent Request for student to complete school year at CES:**

A letter was received from Yolanda Perez-Caban requesting her daughter be allowed to remain at Chaplin Elementary for the remainder of the school year. She will provide transportation.

***Motion to allow Genesis Perez-Caban to remain at Chaplin Elementary School for the remainder of the school year, was made by John Bolduc, seconded by Angelina Pearce and carried unanimously.***

**6. 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:**

The budget was formally adopted.

**E. Building, Grounds & Insurance:**

12.5% was budgeted for insurance. Angelina Pearce asked if the insurance is based on a flat rate. Superintendent Henrici reported that the insurance is based on "blocking" with many variables, including types of plans and reviews of claims history.

**F. Transportation:**

Thanks to First Student for their rate reductions. There is pending legislation for seat belts on buses.

**G. Public Relations:** No Report

**H. School Readiness/Discovery Grants:**

The next meeting is March 30<sup>th</sup> at 5:30 PM.

**I. Technology:** No Report

**7. SECOND AUDIENCE/COMMUNICATIONS:**

Dick Weingart asked that a form be submitted for the CIP to assist with the three year projections.

**8. NEXT MEETING AGENDA ITEMS:**

- Requests for Leave of Absence

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

*Motion to enter into Executive Session (7:48 PM) for the purpose of discussing Personnel and Legal Matters and invite the Superintendent to attend, was made by John Bolduc, seconded by Jean Lambert and carried unanimously.*

The Board came out of Executive Session at 8:05 PM.

**10. ADJOURNMENT:**

*Motion to adjourn (8:05 PM) was made by Angelina Pearce, seconded by Stephanie Harrington and carried unanimously.*

*Respectfully Submitted by Kathleen Scott  
Recording Secretary*