

*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**

**April 13, 2011**

**Chairperson Rachel O’Neill called the meeting to order at 6:34 PM. Present were Board members Annemarie Burnham (6:45), Stephanie Harrington, Angelina Pearce, John Bolduc, Megan Hicks and Jean Lambert. Administrators present were Superintendent Ken Henrici and Principal Dan White.**

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

A letter was received from Michele Moon regarding request to continue child rearing leave.

A notice was received regarding a Spaghetti Dinner fundraiser to offset medical expenses for the Harrison family. It will be held on April 30<sup>th</sup> from 5-7pm at Chaplin Elementary.

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

### **4. INFORMATION ITEMS:**

#### **A. Monthly Report:**

The Monthly Report was presented. March proved to be a very busy month for staff and students alike. CMT testing was completed without any interruption, which was a great relief to all involved.

At the end of March, grades 3-6 attended a program put on by NASA at Scotland Elementary School. Students enjoyed the presentation, especially the robot demonstration.

Kids in grades 2-5 spent a day with Jim Dina learning about the maple sugaring process. Classes took turns going outside for demonstrations.

PreK-5 had mini-workshops with Bob Bloom on drumming. The day’s activities culminated with an assembly for all grades. Students had the opportunity to play the drums and they all had a great time.

Teachers also held parent conferences at the end of March. Turnout was strong and many students and parents took the opportunity to purchase books at the book fair.

Lastly, Parish Hill came to Chaplin Elementary School to give a music presentation, which showcased the many musical opportunities offered at their school. Students were treated to a band and chorus show. It was nice to see so many of the former Chaplin students participating in this event.

We look forward to kicking off the vacation with a school-wide town meeting Friday afternoon.

#### **B. Principal Report and Enrollment-Staff Update:**

- NAEYC Accreditation
  - Granted – valid until May 2016
  - Lowest score – 99% of criteria met
  - 6 of 10 scores at 100+%
  - Commendations in all 10 areas

- No Areas of Ongoing Improvement  
A tremendous job was done by the staff.
- Calendar 2010-2011
  - Last Day of School for Students – Currently Monday, June 20<sup>th</sup>
- PreKindergarten Tuition 2011-2012
  - Currently \$20/day max. – full day & \$10/day max. – ½ day
  - School Readiness Council voted to continue with current fee structure
- PreKindergarten Calendar 2011-2012
  - Proposed start date of Tuesday, September 6<sup>th</sup>
  - Wednesday, August 31 & Thursday, September 1 used for assessment
  - Thursday, September 1 – evening Parent Night
  - Friday, September 2 – PreK classroom Open House for student/parents
- Upcoming Dates
  - Capital Improvement Project Meeting – Thursday, April 14 @ 7:00 pm
  - Chaplin Elementary School Town Meeting – Friday, April 15 @ 2:30 pm
  - April Vacation – April 18-22
  - PTO Fundraising Meeting – April 25 @ 6:30 pm
  - School Readiness Council Meeting – April 26 @ 4:00 pm
  - Preschool Screening – Saturday, April 30<sup>th</sup>
  - Staff Appreciation Week – May 2-6 – sponsored by the Board of Education
  - Chaplin CREW Meeting – Tuesday, May 3 @ 4:30 pm
  - Vertical Team Meeting w/PH, Hampton & Scotland – 5/5 @ 12:45 pm at Parish Hill
  - Boy Scout sponsored Dance @ CES – Friday, May 6 – 3:15-5:00
  - PTO Family Bingo Night @ CES – Friday, May 6 – 6:00 pm
  - Annual Town Budget Meeting – May 9 @ 7:00 pm – Senior Center
  - PTO Meeting – Tuesday, May 10 @ 6:30 pm

Enrollment is at 197 students with no staffing changes.

***Motion to add to agenda Last Day of School as Item #6D and PreK Tuition as Item #6E, was made by Stephanie Harrington, seconded by John Bolduc and carried unanimously.***

**C. Superintendent Report:**

1. 2009-2010 Strategic School Profiles:  
The Strategic School Profile was released March 25<sup>th</sup> after several delays from the State Department of Education due to computer glitches and will be presented at the May meeting.
2. Next Meeting on K-12 Curriculum Coordination; Vertical Teaming – May 5:  
The next Curriculum Coordination meeting will focus on Math and the Student Success Plan beginning with 7<sup>th</sup> grade at Parish Hill.
3. EASTCONN Consortium – Fuel Bid:  
None of the districts locked in at the present cost of fuel at \$3.28/gal. The tank will be topped off at the end of June and the bid will be revisited in September or October.
4. Health Insurance Cooperative Meeting:  
EASTCONN is gauging interest for a Health Insurance Cooperative. The current broker is aware that a change will be made if a better price is found. The increase for this year was 3.7%.

5. Nova Net is an online learning program for Grades 6-12 that is based on mastery of content. 80% of a unit must be mastered before moving on to the next unit. It includes a remedial component. Partial credit can be obtained at the high school level. More information will be presented at the May meeting.

Superintendent Henrici commended the Staff and Administration were commended for achieving NAEYC accreditation.

**5. FY 11-12 BUDGET:**

The playscape was questioned at the Public Hearing as not being fiscally sound to finish in this critical year. A parent expressed the need to finish the playscape as it is used all year by the community and will increase in cost if deferred. The Board of Finance is considering deferring the project. A CIP meeting will be held on Thursday, April 14<sup>th</sup>. Board members and parents are encouraged to attend to defend the playscape.

**6. OLD BUSINESS/NEW BUSINESS:**

**A. Approval of Minutes: March 9, 2011**

*Motion to approve the minutes of March 9, 2011 was made by John Bolduc, seconded by Jean Lambert and carried with one abstention by Stephanie Harrington.*

**B. Approval of Financial Statement:**

*Motion to approve the Financial Statement was made by John Bolduc, seconded by Jean Lambert and carried unanimously.*

**C. Leave Request for the Academic year 2011-2012 – Michele Moon:**

*Motion to approve extended leave request for Michele Moon was made by Jean Lambert, seconded by Annemarie Burnham and carried unanimously.*

**D. Last Day of School:**

*Motion to change last day of school from Monday, June 20<sup>th</sup> to Friday, June 17 was made by John Bolduc, seconded by Annemarie Burnham and carried unanimously.*

**E. PreK Tuition:**

*Motion to continue with current fee structure for PreK tuition was made by Stephanie Harrington, seconded by Megan Hicks and carried unanimously.*

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

**A. CABE/EASTCONN:** No Report

**B. Educational & Board Policies:**

Outdated policies will be reviewed for compliance and brought to the Board for approval.

**C. Personnel & Supervision Policies:** No Report

**D. Central Office:**

A meeting will be held the end of April.

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

The playscape needs to be finished.

**F. Transportation:** No Report

**G. Public Relations:**

Get the word out on the playscape.

**H. School Readiness/Discovery:**

A meeting will be held after April vacation to review the NAEYC report and parent feedback. A Community Report of survey results will be drafted by C.R.E.W.

**I. Technology:**

The outdated PA system, which is still running, will need to be looked at for replacement.

**8. SECOND AUDIENCE/COMMUNICATIONS:**

The Board was asked for clarification for the last day for staff since the last day was rolled back for students. The last day for staff remains Wednesday, June 22<sup>nd</sup> per contract.

**9. NEXT MEETING AGENDA ITEMS:**

- Student School Profile
- Nature's Classroom Presentation
- Principal Contract

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

*Motion to enter into Executive Session (7:30 PM) for the purpose of discussing Personnel and/or Legal Matters, was made by John Bolduc, seconded by Annemarie Burnham and carried unanimously.*

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

**11. ADJOURNMENT:**

*Motion to adjourn (7:34 PM) was made by John Bolduc, seconded by Jean Lambert and carried unanimously.*

*Respectfully Submitted by Kathleen Scott  
Recording Secretary*