

**REGIONAL DISTRICT ELEVEN
CHAPLIN, HAMPTON, SCOTLAND
BOARD OF EDUCATION
Chaplin, CT**

**SPECIAL MEETING
July 21, 2008**

MINUTES

The meeting was called to order at 7:05 P.M. by Interim Superintendent Ken Henrici. **Members present** were George Askew, Marion Taylor, Steve Dunn, Jennifer Jones, Bill Adams, Christina Moore, and Sally Ireland.

Unable to attend were Scotland representatives Dr. Eugene Winchester and Bill Sullivan. Mr. Sullivan extended his apology to the board, but had a previously planned commitment this evening.

Mr. Henrici led the meeting with the Pledge of Allegiance.

1. Board Reorganization:

A. Election of Officers:

Mr. Henrici called for nominations for board chair. Bill Adams nominated George Askew for Board Chair. Marion Taylor seconded the motion. Hearing no other nominations, the board unanimously voted George Askew chair.

Mr. Askew welcomed the new members to the board and then called for nominations for vice-chair. Marion Taylor nominated Christina Moore. Steve Dunn seconded the nomination.

Jennifer Jones nominated Bill Adams. George Askew seconded the motion.

Marion Taylor moved to close nominations, Christina Moore seconded the motion and it passed unanimously.

George Askew called for the vote and Christina Moore was elected vice-chair with the following vote:

Christina Moore: Sally Ireland, Marion Taylor, Christina Moore, George Askew, and Steve Dunn.

Bill Adams: Jennifer Jones and Bill Adams.

Marion Taylor nominated Steve Dunn for treasurer. Christina Moore seconded the nomination. Hearing no other nominations, the board unanimously voted Steve Dunn treasurer.

Christina Moore nominated Marion Taylor for secretary. Sally Ireland seconded the motion. Hearing no other nominations, the board unanimously voted Marion Taylor secretary.

B. Establishment of Regular Meeting Date/Place/Time:

The regular meeting of the Parish Hill Board of Education will be held on the 3rd Tuesday of each month at 7 P.M. at Parish Hill. The Tri-Town Hearing for the 2009-10 budget proposal will be held on May 4, 2009.

C. Committee Appointments:

a. Standing committees:

PERSONNEL & SUPERVISION

Sally Ireland
George Askew
Bill Sullivan

FISCAL & PLANT

Steve Dunn
Bill Adams

BOARD NEWSLETTER

Jennifer Jones
George Askew

TECHNOLOGY:

Marion Taylor

EDUCATIONAL/BOARD POLICY

Christina Moore
Marion Taylor
Eugene Winchester

COOPERATIVE OFFICE:

George Askew
Christina Moore
Bill Adams

EASTCONN and CABE:

Marion Taylor

b. Replacement of RD #11 Member on Dissolution Study Committee:

Bill Adams nominated Jennifer Jones. Steve Dunn seconded the nomination.

Christina Moore nominated Sally Ireland. Marion Taylor seconded the nomination.

Christina Moore moved to close nominations. Marion Taylor seconded the motion and it passed unanimously.

Sally Ireland was elected to replace Charles Bruckerhoff on the dissolution study committee with the following vote:

Sally Ireland: Sally Ireland, Marion Taylor, Christina Moore, George Askew, and Steve Dunn.

Jennifer Jones: Jennifer Jones and Bill Adams.

3. Communications with Audience:

Gale Lockland, chair of Scotland Board of Education wished to express her dissatisfaction and disagreement with an editorial that had been printed in the Chronicle regarding the lawsuit that has been filed by the Central Office Committee.

Clark Stearns, First Selectman of Scotland, also wished to express dissatisfaction and disagreement with the same editorial regarding the legal dispute between the Central Office Committee and the Town of Scotland.

Brian Murphy of Hampton extended his congratulations to new board members and welcomed them to Parish Hill and also expressed his belief that both parties to the legal dispute in question can still get together to resolve this issue.

4. Written Communications:

One letter was received but will be deferred to an executive session at the regular August meeting as it involves specific staff members.

5. NEASC:

Vice-principal Dori Smith summarized the current progress on the report due to NEASC on October 1, 2008. The bulk of the report is requested to address the highlighted recommendations made by NEASC and sent to former principal Kathryn Walsh in April, 2007 and additional recommendations sent to current interim principal Joe Fleming. This report will also address all other recommendations noted in the decennial NEASC report of two years ago. This report will include a school improvement plan to address student achievement, test-taking skills, and student instruction. Parish Hill remains on warning for instruction and the administration is using professional development to provide:

- training on data-driven decision making
- common formative assessments in science and math
- monthly writing prompts.

Ms. Smith has also developed an evaluation instrument to be used by staff to assess lesson planning and learning. Every teacher has done a reflective assessment and each classroom was observed this year. Professional development will continue to be targeted to student performance.

New initiatives developed for next year are the College Pathways program at Quinnibaug Valley Community College and the introduction of Advanced Placement courses.

Each staff member was evaluated this year and those evaluations are completed. The student services department is enhancing the college/career exploration in the school. Ms. Smith guided the development of a post secondary pathways packet. This has been sent to all incoming seniors and will be made available to incoming juniors in September. Mr. Fleming has completed the curriculum revision cycle and he is developing a building maintenance plan as well. The school currently subscribes to an online service schedule for preventative maintenance.

Mr. Henrici noted he had also received a letter from NEASC this month which thanked the district for providing an update on the two studies underway and the cooperative negotiations with Brooklyn.

6. Approval of Minutes: 6/17/08:

Christina Moore moved to approve the minutes of 6/17/08. Marion Taylor seconded the motion. The following administrative corrections were made:

- #2 communications. Gayle should be spelled Gale;
- #5 should be spelled 'communications';
- #8A, 8C, 8E, and 8F and 11B. All affirmative votes should include the members that made and seconded the motions.

The motion passed unanimously.

7. Administrative Reports/Administrative Requests for Board Action:

A. Principal Report: Please refer to Ms. Smith's NEASC report.

B. Superintendent Report:

1. Personnel/Staffing:

Candidates have been chosen to fill vacant Spanish position and .5 guidance position. Social studies is fully staffed and Technology Coordinator interviews will be held on Tuesday and Wednesday.

2. Contract Proposals for COC office move and air conditioning for library:

A local contractor is donating labor for the move of the central office to the portable classroom structure. This project should be completed before the start of school in August. There will also be improved animal control.

Ductless air-conditioning will be installed in the library this summer. This project will begin on Wednesday.

3. RFP's for Contractor Work, Copiers, Legal Services:

RFP's will be developed for all service contracts to develop a uniformity of proposals.

4. Connecticut Virtual Learning Academy:

Parish Hill currently participates in distance learning. If there is a conflict with scheduling, students can be matched with a similar class through the Connecticut Virtual Learning Academy, a program run through the State Department of Education.

5. Status of Grievance potentially moving to Board level:

The grievance filed by the teachers' union will not move to the Board.

Mr. Henrici also reported the state currently reimburses roof replacement at 80% if the roof is over 20 years old. The majority of the roof at Parish Hill is over 20 years old, except those sections over the library, auditorium, and gym. Mr. Henrici commented that a roof replacement project could eliminate many of the physical problems with the building.

Mr. Henrici also commended Ms. Smith for the Post-Secondary Plans Booklet she developed. He also said the CAFE journal for July/August features the Parish Hill Hovercraft. Furthermore, he indicated that all staff members, certified and non-certified, will receive a summative evaluation every year.

The CAPT and CMT results have been released and a more detailed presentation will be made at the August meeting. Mr. Henrici noted that Parish Hill High School made the 7th highest gains in the state in writing scores on CAPT "at or above goal". He commended Mr. Fleming, Ms. Smith and Mrs. Entwistle, the Language Arts key teacher.

8. Old Business/New Business:

A. Final Approval of Policies:

1. Bullying Policy: Marion Taylor moved to give final approval to the Bullying Policy. Christina Moore seconded the motion and it passed with the following vote:

YES: Sally Ireland, Marion Taylor, George Askew, Bill Adams, Jennifer Jones, Steve Dunn.

ABSTAIN: Christina Moore

2. FMLA Policy: Marion Taylor moved to give final approval to the FMLA policy. Bill Adams seconded the motion and it passed with the following vote:

YES: Sally Ireland, Marion Taylor, George Askew, Bill Adams, Jennifer Jones, Steve Dunn.

ABSTAIN: Christina Moore

3. Dress Code Policy: Marion Taylor moved to give final approval to the dress code policy. Jennifer Jones seconded the motion. Mrs. Jones asked if this policy could be extended to the staff. This policy is directed a student dress, but staff policy is being investigated by Mr. Fleming. The motion passed with the following vote:

YES: Sally Ireland, Marion Taylor, George Askew, Bill Adams, Jennifer Jones, Steve Dunn.

ABSTAIN: Christina Moore

4. Transportation Policy: Marion Taylor moved to give final approval to the transportation policy. Bill Adams seconded the motion and it passed with the following vote:

YES: Sally Ireland, Marion Taylor, George Askew, Bill Adams, Jennifer Jones, Steve Dunn.

ABSTAIN: Christina Moore

B. Approval of Financial Statement:

An adjusted financial statement was distributed. Approval was deferred until Fiscal and Plant can review the statement.

C. Resignations:

Christina Moore moved to accept the resignation of David LaPorte. Marion Taylor seconded the motion and it passed unanimously.

Christina Moore moved to accept the resignation of Jessica Werstler. Bill Adams seconded the motion and it passed unanimously.

Mrs. Jones asked if there were any candidates to fill these vacancies. Mr. Henrici responded that there were candidates and the administration was waiting for the Board action on resignations before extending the employment contract.

D. Update on Paraprofessional Negotiations:

Mr. Henrici will contact the union to establish a date for ratification. The document is confidential until Board ratification, but a tentative agreement has been reached.

9. Committee Reports:

- A. EASTCONN/CABE: No report.
- B. Personnel & Supervision: No report.
- C. Central Office: Dr. Moore reviewed the timeline of the legal action. A presentation will be made in executive session.
- D. Board Newsletter: Mr. Askew, Mrs. Jones, and Mr. Henrici have met with the editor to finalize a newsletter to go out as soon as possible. This newsletter will include information on the Magnet School study.
- E. Education/Board Policies: No report.
- F. Fiscal & Plant: No report.
- G. Technology: No report.

10. Second Audience for Citizens:

Brian Murphy complimented Mr. Henrici and the staff for the improvements that have been made at Parish Hill and expressed his support.

Dick Weingart requested agendas and minutes of the Central Office Committee be added to those documents that are sent out collectively from the superintendent's office to interested citizens. Mr. Weingart would also like to work with this Board to coordinate budget processes and presentations between Region 11 and Chaplin.

11. Discussion of Insurance Proposal/USI Connecticut:

Mr. Henrici has sought various ways to pursue claims for the asbestos removal associated the gym floor replacement. MIRMA, the Municipal Interlocal Risk Management Association, is not competitive with our current risk management company, CIRMA. He has received an offer to make a presentation to the Board by USI Connecticut in reference to the asbestos abatement. The administration is currently seeking to subrogate that portion of the gym floor replacement project and recover the costs. After a brief discussion, the board agreed a presentation would be appropriate.

12. Pending Litigation from 2005-06 School Year:

Christina Moore moved to enter into executive session at 8:45 P.M. for the purpose of discussing pending litigation and to invite Interim Superintendent of Schools Ken Henrici to participate. Bill Adams seconded the motion and it passed unanimously.

The board came out of executive session at 8:57 P.M.

Marion Taylor moved to adjourn at 8:57 P.M. Sally Ireland seconded the motion and it passed unanimously.

Respectfully submitted,

Jennifer Nelson