

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, HAMPTON, SCOTLAND AND REGIONAL DISTRICT ELEVEN BOARD OF EDUCATION
CHAPLIN, CONNECTICUT 06235
MEETING MINUTES
TUESDAY, DECEMBER 21, 2021
7:00 PM
PARISH HILL MIDDLE/HIGH SCHOOL LIBRARY**

1. **Call to Order and Pledge of Allegiance – Chairperson Dennis LaBelle called the meeting to order at 7:02pm. Present were Board members Kathy Freed, Stacy Foster, Joan Fox, Susan Lovegreen and Cassidy Martin. Administrators present were Superintendent Ken Henrici and Principal Brian Tedeschi.**
2. **Communication with the Audience – none**
3. **Written Communications to the Board – none**
4. **Approval of November 16, 2021 Minutes – Stacy Foster moved to approve the November 16, 2021 minutes. Kathy Freed seconded and the motion passed with the following vote:
Yes: Kathy Freed, Stacy Foster, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin**
5. **Approval of Financial Statement – November 2021 – Stacy Foster moved to approve the November 2021 Financial Statement. Kathy Freed seconded and the motion passed with the following vote:
Yes: Kathy Freed, Stacy Foster, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin**

Stacy Foster motioned to move item 7B, Report of 2020 Audit, as item 6 and move all remaining items down one number in succession. Cassidy Martin seconded and the motion passed with the following vote:

Yes: Kathy Freed, Stacy Foster, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin

6. **Report of 2020 Audit – Darrin Offerdahl, OEC, LLC – Mr. Offerdahl reported that the 2020 audit went really well. The audit started in early October and wrapped up at the end of October; financial reporting was compiled in November. There was no evidence of any fraud or illegalities and there are no findings to report to the Board. No extensions were needed and there were no journal entries. He said that Jobina Miller has been excellent as our Finance Manager and reiterated that this was an excellent audit.**
7. **Administrative Reports/Administrative Requests for Board Action**
 - A. **Principal** – Principal Brian Tedeschi updated the Board on the Helping Hands collections, the National Honor Society Ceremony, Spirit Week, which included “Twin Day”, “Ugly Sweater Day” and “Holiday Headwear Day”, the Faculty & Staff Trivia Contest, Student Recognition Day, the 8th Grade Showcase, Winter sports and early dismissal on Thursday for Winter Break.
 - B. **Superintendent** – Superintendent Ken Henrici spoke to the Board about staffing, a special needs student coming to Parish Hill from another country, the application of Food Service Grants by the Director, his meeting with the other 2 Superintendents, his meeting with teachers regarding retention of 8th Grade students at Parish Hill, better marketing of Parish Hill, enrollment, recruitment of students from the other 2 towns, the MDG meeting regarding insurance renewal and future meetings scheduled in February (to determine which carrier we will go with) and the joint Principal’s meeting between Chaplin and Parish Hill.
8. **Old Business/New Business**
 - A. **Report by PHACT/PTSA** – Kathy Freed said that they have 17 members to date. They are working on a grant through the National PTA. She updated the Board on the Reflections Program, the Savers’

Fundraiser and the Papa Gino's Fundraiser. The PTA will work on the Inspirational Quotes Project over the Holiday break.

B. Long Term Capital Improvement Plan – 21-22 to 25-26 – Chairperson Dennis LaBelle said they reviewed the plan at the Fiscal & Plant meeting this evening. Maintenance Director Andrew Barillari presented an extensive breakdown of the plan.

C. Vote of Designated Vocational–Agricultural School – Stacy Foster moved to change our designated VoAg School from Lyman Memorial High School to Killingly High School. Joan Fox seconded the motion. After much discussion of the pros and cons of each program, the motion was defeated with the following vote:

Yes: Stacy Foster

No: Kathy Freed, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin

Cassidy Martin moved to continue with Lyman Memorial High School as our designated VoAg school. Kathy Freed seconded and the motion passed with the following vote:

Yes: Kathy Freed, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin

No: Stacy Foster

D. Report on Fire Lane Painting – Kathy Freed said the curb needs to be painted. People are parking in the Fire Lane because the current lines do not provide a clear message. It was suggested that the words “Fire Lane” are painted within these lines. Another suggestion was that custodians could place cones in the circle to prevent parking during events.

E. Marketing Parish Hill Events – This was covered in part in the Superintendent's report, but he added that we need to implement our ideas and get more people involved. A suggestion was made that we should ask the students why they come to Parish Hill. Joan Fox suggested that we hire a marketing professional to guide us or seek volunteers who may want to help with this project. Superintendent Henrici said he will look into that.

9. Committee Reports/Requests for Board Action

A. Fiscal & Plant – Chairman Dennis LaBelle said the committee met this evening and reviewed the CIP and the Maintenance report. Everything is in order.

B. Educational and Board Policies – the Committee has not met, but will try to schedule on a date when all can attend.

C. Central Office – The next meeting is on January 6th at 6:00pm.

D. Technology – The Committee met recently; Dennis LaBelle said notes from the meeting will be distributed to all.

E. Personnel and Supervision – Both the Para and Teacher contracts were signed by the Board.

F. Newsletter – Joan Fox said a meeting was held recently and they hope to get the newsletter out on February 28th. They plan to publish three newsletters per year. The next edition will focus on the budget.

G. CABE/EASTCONN – Joan Fox hopes to attend some of the CABE workshops scheduled for January. Kathy Freed reported that the next EASTCONN meeting is on January 25th and they also plan to hold a vaccination clinic in January.

10. Second Audience for Citizens – Lisa LaBelle mentioned to the Board that the Wyndham Chamber of Commerce has not been helpful with marketing assistance. She said she will look into possibly getting Marketing students from UCONN to assist us; they could use this as a potential “school project”. She thanked the Board for their concerns over ventilation and for acknowledging the parents' concerns as well. She also asked if we plan to participate in “Screen and Stay”. Superintendent Henrici said we did plan to participate, but as of late, many schools are moving away from it. Principal Tedeschi added that it really is not working as it should.

11. Agenda Items for Next Meeting – ESSER Grant Explanation of Fund Allocations, 2022-2023 School Calendar, Public input on Budget (look at last year's agenda for clarity).

12. Adjournment –Stacy Foster moved to adjourn at 8:27pm. Kathy Freed seconded and the motion passed with the following vote:

Yes: Kathy Freed, Stacy Foster, Joan Fox, Dennis LaBelle, Susan Lovegreen and Cassidy Martin

Respectfully Submitted,

Diane Ritchotte

Recording Secretary