**CANTERBURY PUBLIC SCHOOLS**

**45 WESTMINSTER ROAD**

**CANTERBURY, CONNECTICUT**

**Approved 2-28-2017**

**Board of Education Meeting January 17, 2017**

**Location: Dr. Helen Baldwin Middle School Library Time: 6:00 p.m.**

1. **ESTABLISHMENT OF QUORUM AND CALL TO ORDER:**

In Attendance from the Board of Education (BOE): Walt Petruniw, Chairperson;

Stephen Brown, Vice-Chairperson; Christopher Lippke; Leticia

Velasquez

Absent: Nancy Duvall

Late: Vivian Thumser 6:08 p.m., John Gentry 6:20 p.m.

Others Present: Dr. Lois Knapton, Superintendent; Ryan Earley, BMS Principal; Jodi Davis, Special Education Director; Sarah Cary, Principal CES, and Janice Thurlow, Finance Director

Chairperson, Walt Petruniw, called the Canterbury Board of Education (BOE) meeting to order once a quorum was established at 6:04 p.m.

1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF MINUTES**
3. Regular Meeting, December 13, 2016

The Business Meeting minutes were approved as printed.

1. Policy Committee Minutes, December 9, 2016

The Policy Committee Minutes were approved as printed

1. **COMMENTS FROM VISITORS**

None

1. **ADDITIONS AND CORRECTIONS**

None

1. **SPECIAL PURPOSE**

None

1. **COMMUNICATION TO THE BOE**

Mr. Petruniw has been in contact with the architecture regarding the BMS roof.

Invoices have been submitted to the Town hall.

1. **SUPERINTENDENT’S REPORT:**
   * + 1. Superintendent’s Accomplishments and Goals

Dr. Knapton discussed and handed out a list of her accomplishments and discussed the following:

* Wi-Fi infrastructure
* Classroom technology
* Evaluating contracted employee’s contracts
* Keyless entry system
* Security Grant
* Security Cameras
* Policy Committee procedure was established and we are using it
* ID structure
* Strategic Plan was a big accomplishment

Goals discussed were:

Superintendent passed out data and other information that correlates with her five goals.

* + - 1. Enrollment

The Superintendent discussed enrollment stating holding steady.

* + - 1. Administrators’ Report

The Superintendent discussed the following events:

Not discussed.

* + - 1. 2016-17 budget

Mrs. Thurlow, Finance Director discussed the 2016-17 school budget which included:

* Special Education services and tuition numbers are pretty firm
* Starting to put numbers together as expenditures come in
* Using less kilowatt hours than in the past

Mrs. Thurlow stated we are in fairly good shape for the end of the year productions.

A Board member asked way we are in the red under Business and Support? Mrs. Thurlow answered the question.

* + - 1. 2015-2016 Expenditure Explanation

The Superintendent discussed the 2015-2016 expenditure with regard to the blacktop and CIP… Mrs. Thurlow added to the conversation. The Superintendent will bring back a detailed accounting of the 2015-2016 expenditure explanation at the next BOE meeting.

* + - 1. Strategic Plan expires in June 2017

The Superintendent asked the Board if they would like her to bring in a facilitator to handle the revision on the Strategic Plan. Chris Lippke suggested that this be handle in house which would save money.

* + - 1. District Profile and Performance Report 2014-2015

The Superintendent went over the District Profile and Performance Report 2014-2015 report with the Board, she stated it is a guiding document for the Board with information regarding, special education rate, expenditures, students, enrollment, chronic absenteeism, and number of FTE.

* + - 1. 2017-2018 School Calendar-Draft

The Board review the 2017-2018 School Calendar.

* + - 1. Additional Items

Community Service Organization- the organization gave $50.00 to each of the following organizations:

* CRIS- CT Radio
* Wigs for Kids
* Canterbury Volunteer Fire Department
* St. Vincent DePaul-Norwich
* Canterbury Cares
* American Red Cross
* Sacred Heart Food Pantry-Tafville
* Canterbury Public Library
* Hospice & Palliative Care

Joan Jette-Lotreck, 8th grade teacher is in charge of the Community Service Organization.

1. **BOE COMMITTEE REPORTS**

Walt Petruniw went over the following events:

* Canterbury Education Foundation is meeting Jan. 18th
* BOF meeting on Jan. 18th
* Jan 19th is CIP meeting. Mr. Petruniw asked if a Board member could attend the CIP meeting Vivian Thumser volunteered to attend the meeting.
* Jan. 20th is a Policy Committee meeting
* Next week EastConn has a meeting
* Jan 31st is the School Budget workshop

Motion: To move the January 31, 2017 meeting from 7:00 pm to 6:00 p.m.

By: Stephen Brown

Second: John Gentry

All in favor

Motion passes

Motion: To move the February 14th, 21st, and 28th Special Workshop Meetings and Regular Meeting from 7:00 p.m. to 6:00 p.m.

By: Stephen Brown

Second: Vivian Thumser

All in favor

Motion passes

Building Roof Committee invoices are at the Town Hall.

Check list has 15 items to complete in accordance with the Grant

1. **INFORMATIONAL ITEMS**

* + - 1. Community Service Organization

Discussed in Item H number 9 Additional Items

1. **ACTION ITEMS:**
   * + 1. Policies-First Read
2. Policy 4211 Recruitment and Selection
3. Policy 4121 Substitute Teachers
4. Policy 5118.1 Homeless Students
5. Policy 5131 Suspension & Expulsions

Motion: To accept the above policies a-d as first read.

By: John Gentry

Second: Stephen Brown

All in favor

Motion passes

1. **DISCUSSION ITEMS:**
   * + 1. BOE Retreat Possible Date

Motion: To schedule the BOE Retreat for Wednesday, April 26, 2017 from 4:00-7:00 p.m. at the Town Hall.

By: John Gentry

Second: Vivian Thumser

All in favor

Motion passes

* + - 1. Strategic Plan 2017

The Superintendent discussed the possibility of having a 5-year Strategic Plan.

Chris Lippke and Vivian Thumser volunteered to be Strategic Plan committee members.

1. **COMMENTS FROM VISITORS**

Bob Droesch asked if the BOE meeting schedule have been posted with the Town Hall, if they have the meetings will now be Special Meetings.

**ADJOURNMENT**

Motion to adjourn at 7:12 p.m. By: Stephen Brown

Second: Vivian Thumser

Vote: All in favor

Motion passes

Respectfully submitted,

Lois DaSilva-Knapton

Acting Secretary to the Board