

**BOARD OF EDUCATION  
CANTERBURY, CONNECTICUT**

**Date: Tuesday, August 14, 2018**

**Time: 7:00 p.m.**

**Place: Dr. Helen Baldwin Middle School-Media Center**

**Approved 9-11-2018**

**A. Call of Quorum and Pledge of Allegiance**

In attendance from the Board of Education (BOE): Vivian Thumser, Chairperson;  
Nancy Duvall, Secretary; Walt Petruniw, Tom Dufort, Bridgett LaBrecque

Absent: Leticia Velasquez

Late: John Gentry @7:10 pm

Others Present: Dr. Lois DaSilva-Knapton, Superintendent; Sarah Cary, Principal CES;  
Ryan Earley, Principal BMS; Jeff Ferranti, Pupil Service Director

Vivian Thumser, Chairperson called the Board of Education meeting to order at 7:00 p.m.

**B. Special Purpose**

1. BOE Open Discussion-Chairperson

Ms. Thumser, BOE Chairperson, thanked Mr. Earley for his commencement speech at the 8<sup>th</sup> grade recognition. She also commended both principals for all their hard work. Ms. Thumser read a letter stating that the Board should consider a part-time superintendent and offering a one-year contract in the future.

Ms. Thumser read a letter from Tom Dufort, BOE member regarding special needs students and opening up Canterbury schools to other communities.

State Statues Chapter 166 section 10-157 regarding district having a Superintendent.

Montessori Public Magnet School in Hartford-FYI

State Statues Section 152 17-2 local boards to have a finance committee.

**C. Executive Session (Appointment of a Public Officer or Employee)**

1. Discussion and Possible action concerning appointment of Candidate for Director of Finance Position (Discussion in Executive Session) - Invite the Superintendent and the Candidate.

Motion: To go into Executive Session at 7:20 pm to discuss/interview the candidate for Director of Finance.

By: Tom Dufort  
Second: John Gentry  
All in favor  
Motion passes

The Board came out of Executive Session at 8:00 pm.

**D. Comments from Visitors**

A parent asked the superintendent what are her working hours?  
Dr. DaSilva-Knapton answered stating she is full time, 5 days per week and her hours vary.

**E. Presentations & Actions**

1. Director of Finance-Candidate Jason Lathrop  
Ms. Thumser introduced Mr. Lathrop, Director of Finances as of present he is prediem.

2. 2<sup>nd</sup> Grade Teacher- William Kolodziej

Ms. Cary introduced William Kolodziej 2nd grade teacher to the Board.  
Mr. Kolodziej, thanked Ms. Cary and the interview team and stated he is very excited to start in a few weeks.

3. Regional Imitative Grant Application
4. CT arts Foundation Application

The Superintendent stated that the above grants would be beneficial to the students.

5. Academic Data Presentation

The information/scores are one to two years behind. The information can be find on the State website/Next Generation Accountability Report.

Mr. Earley, BMS principal stated the information presented tonight will be the internal and the smarted balance assessments. Teachers were trained from NWEA with professional development and how to access and read reports. Parent guide to NWEA will be on the website.

Ms. Carey, CES principal discussed data from CES.

The following topics were discussed:

- Growth from year-to-year

- Test gets harder
- Students' scores are projected
- Students develop differently
- Grade one starts the NWEA testing process
- Testing does not go below the grade level
- No time limit on testing
- Special needs students are tested, sometimes in a smaller surrounding
- Students are tested two times in the Spring
- Decrease in growth in most areas in the middle school more in math than in most areas
- Focus on students who do need help
- *Go Math* a new math program at the middle school
- Testing in the fall, winter and spring this year
- *My Math* a new additional to the math program at CES
- Grade level teams at CES

PD days will be six-half days this year

#### 6. Policies

- a. Policy 1110.4 Media of Communication
- b. Policy 2140 Superintendent of Schools
- c. Policy 2151 Hiring School Administrators
- d. Policy 3120 Preparation of Budget Documents
- e. Policy 3231 Medical Reimbursement for Special Education Students
- f. Policy 4135 Organizations/Units
- g. Policy 6172.12 Magnet Schools

Motion: To accept the above Policies a-g as a second read and be made into policies.

By: Walt Petruniw

Second: Tom Dufort

All in favor

Motion passes

### **F. Committee Reports/Correspondence to the Board**

#### 1. Formation of New Committees (Finance and Curriculum)

Ms. Thumser wishes to have a formation of two new committees (finance and curriculum). The Finance committee would start at budget time around January/February ending at the acceptance of the budget, the meetings would be opened to the public. This Committee would work with the Superintendent and the Finance Director. The Superintendent say the committee should start around December. Ms. Thumser recommend that two members of the Board be part of the committee.

Curriculum Committee –Mr. Earley was asked if he would be part of the curriculum committee. The Board will discuss the formation of the two new committees at the next BOE meeting in September.

Motion: To postpone the formation of the committees until we have additional information.

By: Walt Petruniw

Second John Gentry

All in favor

Motion passes

## 2. Board of Finance Communications

Ms. Thumser and Dr. Knapton attended the last BOF Meeting. Ms. Thumser invited the BOF chairperson to be part of the Superintendent's negotiations.

## 3. Roof Committee -Contract Signed/Project Started

Walt Petruniw received a copy of the roof contract and forwarded it the BOE committee.

## 4. Policy Committee

Bridgett LaBrecque, BOE member stated the next meeting will be in October.

## 5. Facility Committee

A Facility Committee will be scheduled soon.

## 6. Woodstock BOT Application Status

The Superintendent received an email from Chris Stanford, Woodstock Academy Headmaster and their Board needs to revise their by-laws.

## 7. EASTCONN

Next meeting is Tuesday, August 21<sup>st</sup> at 4:00 pm.

## 8. Superintendent's Comments

### a. Convocation/Open House//PD Structure

Convocation and Open House at both school is Monday, August 27

### b. RFP-Buses

We did not receive many bids, we will continue to pursue this.

c. Student Representative to BOE

We are moving forward with this, a Blackboard message will be sent out regarding a student representative to the BOE.

d. Exit Interviews

Exit interview have been sent out to all employees who left the district this year.

e. Job Descriptions Online

Mr. Earley and Mrs. Horn worked hard and the job descriptions are now on-line

f. Additional Comments

NFA contract is a 20 year contract and a letter was sent out to NFA regarding making changes to the contract.

**G. Consent Agenda**

1. Regular Meeting Minutes -June 12, 2018
2. Special Meeting Minutes - July 17, 2018

Motion: To approve the above BOE meeting minutes as printed.  
By Walt Petruniw  
Second: Tom Dufort

**H. Executive Session**

1. Personnel Matter-Superintendent's Evaluation and Negotiations- Invite the Superintendent

Motion: To go into Executive Session at 9:15 pm to discuss the Superintendent's evaluation and negotiations

By: John Gentry  
Second: Walt Petruniw

The Board came out of Executive Session at 10:00 pm

The Board is planning to meet on September 11<sup>th</sup> at 6:30 pm for the Superintendents evaluation and September 18<sup>th</sup> at 6:30 pm for the Superintendent negotiations.

**I. Comments from Visitors**

None

**J. Adjournment**

The Board adjourned at 10:01 pm By: John Gentry Second: Bridgett LaBrecque