

**BOARD OF EDUCATION
CANTERBURY, CONNECTICUT**

Date: Tuesday, November 13, 2018

Time: 7:00 p.m.

Place: Dr. Helen Baldwin Middle School-Media Center

Approved 12/11/2018

A. Call of Quorum and Pledge of Allegiance

In attendance from the Board of Education (BOE): Vivian Thumser, Chairperson;
Nancy Duvall, BOE Secretary; Leticia Velasquez, Walt Petruniw

Absent: John Gentry; Bridgett LaBrecque; Tom Dufort

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 7:20
p.m.

B. Special Purpose

1. BMS

This will be brought back at a later time.

C Comments from Visitors

Questions regarding the Superintendent's contract. Part-time vs. full-time,
who establishes a part time or full time position? Is it the number of students in the
district? The Board said they consider many aspects/responsibilities of the position and
the concerns of the district.

Mrs. O'Connor, teacher BMS, stated the Fall Staff Survey is in process and has
been enhanced and would like the Board to refrain from signing any contracts until the
results are in due to the Board requesting more information on the districts climate.

D. Presentations & Actions

1. 2019 BOE Meeting Schedule

The Board discussed the draft 2019 BOE Meeting Schedule they decided to
bring it back at the December BOE meeting.

2. Title I, Title II and Title IV

The Superintendent discussed Title I in the amount of \$92,001; Title II in the
amount of \$15,317; and Title IV in the amount of \$10,000

Motion: To accept the grants as recommended by the Superintendent.
By: Walt Petruniw
Second: Leticia Velasquez
All in favor
Motion passes

3. 2018-2019 Budget

The Superintendent reviewed the 2018-19 budget. Special Education had 5 students come into the district between last March and the end of September after the budget was approved. Special Education is negative in the amount of \$292,699.66. Another amount to look at is \$84,392 deficit which she will work on.

The Board discussed the deficit and the process of presenting this to the BOF.

4. RFP CES Oil Tank Engineer

We received the Oil Tank RFP. Tom Millerd, Facilities Director is reviewing them and will go over the details and bring this forward to the Superintendent. This project must be done by the summer, the oil tank has been in the ground for 30 years.

5. RFP Buses

RFP for buses is a large project and will require BOE approval. Six bus companies attended the mandatory bus session. Board member asked if there is a stipulation to keep our bus drivers, also asked about sharing buses with other districts. There is a bid for buses to be sold on the Town website. The Superintendent will bring additional information to the December meeting.

6. CPAC (CT Parent Advocacy Center)

Jeff Ferranti, Director of Pupil Services discussed the CPAC pilot program, a committee will have to be formed.

Motion: To move to be the rural site program for CPAC.

By: Leticia Velasquez

Second: Walt Petruniw

All in favor

Motion passes

7. Policies-First Read

- a. Policy 4111/4211 Recruitment & Selection
- b. Policy 4118.11 Nondiscrimination
- c. Policy 6161.3 Comparability of Services Title I Schools
- d. Policy 6130 High School Attendance

Add missing verbiage to policy 6130

Motion: To approve the above policies a-d; as first read and add verbiage to Policy 6130.

By: Walt Petruniw
Second: Nancy Duvall
All in favor
Motion passes

Motion: To add resignation letters as item D-8
By: Walt Petruniw
Second: Vivian Thumser

8. Resignation Letters

The superintendent read two letter of resignation. Craig Berard, custodian as of November 20th, and Merelise Hitte, Director of Finance as of November 23rd.

Motion To accept the above resignation letters as presented.
By: Walt Petruniw
Second: Leticia Velasquez
All in favor
Motion passes

E. Committee Reports/Correspondence to the Board

1. Teachers Negotiation update
The BOE Chairperson said the Committee met on November 7, the next meeting is on November 15th. The parties exchange proposals. Mediation is early December.
2. Woodstock Board of Governance
Superintendent stated she received a letter from Woodstock BOG. BOE member Nancy Duvall has been named Canterbury representative.
3. Facility Committee Meeting
The Facilities Committee met on October 16th.
Vivian stated she attended the Facilities Committee meeting on October 16th, she was happy to see that BMS cafeteria will get a new door. Also discussed was the oil tank, BMS roof, and school security grant. Fiber optics –we have been waiting for Frontier (2 years) to finish their “*make ready*” and we have contacted the State attorney to help with a formal complaint against Frontier.
4. Building (Roof) Committee
Vivian Thumser, BOE Chairperson stated she attended the CIP meeting. Ms. Thumser, read a memo from the Superintendent to the members of the BOF, BOS and BOE. The memo stated the school system is unable to facilitate any payments for the new roof at BMS. The payments must come from the town and the town is waiting for the finalization of the loan from Putnam Bank. The Superintendent respectfully disagrees with the way the payments are being handled at the town level. The BOE has requested the First Selectman approve and disburse a payment using CIP funds that have been previously designated for the roof. No CIP payments

have been made either, and the vendor is still waiting form a payment. The Superintendent requested that the memo be read as Board correspondence at the BOF/BOS meeting.

The Superintendent stated to date there has been no payment for the roof. The amount owed as of August 2018 is \$623,000. Ms. Thumser stated that there is \$200,000 in CIP.

It has been stated by the BOF chair to the treasurer that the money can be allocated to the roofing company and they are having a hard time paying the company.

5. Policy Committee

The Policy Committee met on October 17th, the next meeting is scheduled for December 5th.

6. EASTCONN

Walt Petruniw attended two workshops/retreats at EASTONN. He discussed the different topics that were presented. Discussions included: part-time or shared superintendents, regionalization can take up to two years.

CABE facilitated the retreats.

7. Superintendent's Comments

a. Enrollment

Enrollment increased by 8 students

b. Administrators Report

The Administrators discussed their November 2018 report. The Administrator reports are posted on our website: www.canterburypublicschools.org - Superintendent's page-Administrator's Monthly BOE Report.

c. 2019-2020 Budget

The Superintendent and the administrators are working on next year's budget. The budget will be one page for every line in the 2019-2020 budget, plus a summary sheet.

d. NFA Data

Data received from NFA included enrollment, special education, withdrawn students, and clubs. Data shows Canterbury students involvement in all aspects of high school.

e. eCHIP Lite RFP

The Superintendent stated that this will require Board approval. A group of six school district that have come together and working with EASTCON to try to lower our health insurance cost. The bigger the group the lower the insurance premium cost.

f. Additional Comments

None

F. Consent Agenda

1. Regular Meeting Minutes – October 9, 2018
2. Facility Committee Meeting Minutes – October 16,, 2018
3. Policy Committee Meeting minutes – October 17 2018

Motion: To accept the above meeting minutes as printed.

By: Leticia Velasquez

Second: Nancy Duvall

Yeah-Vivian Thumser, Nancy Duvall, Leticia Velasquez

Abstained-Walt Petruniw

Motion passes

The Superintendent stated that all BOE minutes should be signed by the BOE secretary

G. Executive Session

1. Personnel Reason – Finalize Superintendent’s Contract-Invite the Superintendent

Motion: To go into Executive Session at 9:20 p.m. for the purpose of finalizing the Superintendent’s Contract and invite the Superintendent.

By Walt Petruniw

Second: Nancy Duvall

The Board came out of Executive Session at 9:40 p.m.

Motion: To schedule a Special BOE Meeting on November 27th at 7:00 p.m. to discuss and possibly finalize the Superintendent contract, and include the survey data.

By Walt Petruniw

Second: Vivian Thumser

All in favor

Motion passes

H. Comments from Visitors

Superintendent discussed with the Board about holding a special meeting regarding the bus presentation (RFP).

Nancy Duvall Volunteered to assist with bid analysis process for bus RFP project.

I. Adjournment

The Board adjourned at 9:44 p.m. By: Walt Petruniw Second: Leticia Velasquez

Respectfully submitted (on behalf of the Board via audio-recording) by:

Dottie Horn
BOE Recorder

