

**CANTERBURY PUBLIC SCHOOLS
45 WESTMINSTER ROAD
CANTERBURY, CONNECTICUT**

Approved 12-12-2017

Board of Education Meeting

November 14, 2017

Location: Canterbury Elementary School, Cafeteria

Time: 7:00 p.m.

A. ESTABLISHMENT OF QUORUM AND CALL TO ORDER:

In Attendance from the Board of Education (BOE): Walt Petruniw Chairperson; Stephen Brown, Vice-Chairman; Nancy Duvall, Secretary; Christopher Lippke, Vivian Thumser

Absent: John Gentry

Others Present: Dr. Lois DaSilva-Knapton, Superintendent; Ryan Earley, BMS Principal; Sarah Cary, Principal CES, and Janice Thurlow, Finance Director

Mr. Petruniw, Chairperson, called the Canterbury Board of Education (BOE) meeting to order once a quorum was established at 7:01 pm.

B. SPECIAL PURPOSE/RECOGNITION

1. Farewell to Stephen Brown and Christopher Lippke

The Superintendent thanked Stephen Brown and Christopher Lippke for the many years of service.

C. COMMENTS FROM VISITORS

None

D. PRESENTATION AND ACTIONS

1. Title I and II

The Superintendent stated the Title I Grant is in the amount of \$95,619 and the money goes toward salary and para support. Title II is a grant for professional development for staff and is in the amount of \$15,542.

2. REAP Grant (Rural Grant)

The Superintendent stated this grant is in the amount of \$34,181 this money offset some of our staffing. These numbers have already been factored into our current budget.

Motion: To accept the Title I and II Grant and the REAP Grant as stated above.

By: Stephen Brown

Second: Christopher Lippke

All in favor

Motion passes

3. Healthy Food Certification amendment to June 13, 2017 minutes

The Superintendent discussed the Healthy Food Certification that the wording on the June 2017 motion was not appropriate enough for the State. The motion was reworded to read "to accept the healthy food certification and not allowing exemptions and allowing the Superintendent to sign off ".

Motion: To accept the Healthy Food Certification not allowing exemptions and allowing the Superintendent to sign off on the certification and continue with the process.

By: Walt Petruniw

Second: Vivian Thumser

All in favor

Motion passes

4. 2018 BOE Meeting Schedule

The Superintendent and the Board discussed the 2018 BOE meeting schedule.

Motion: To accept the 2018 BOE Meeting Schedule as discussed and revised.

By: Stephen Brown

Second: Christopher Lippke

All in favor

Motion passes

E. COMMITTEE REPORTS/CORRESPONDENCE TO THE BOARD

1. Roof Committee

Mr. Petruniw is planning on having a joint meeting with the Facilities Committee regarding the power outage in November.

2. Policy Committee

There was a Policy Committee Meeting November 9th, There were discussions on a few policies on the agenda, no decisions were made due to no quorum.

3. Facility Committee

There was a Facilities Committee meeting on November 2nd, there were discussions on multiple issues but no decisions were made due to no quorum.

Some topics of discussions were:

- Phone system
- Walk through at both schools
- Heaters at BMS

The Superintendent discussed her dismay at the lack of BOE member attendance and lack of communication from BOE members with regard to these subcommittees. The Superintendent discussed the proposed phone system that had been presented to the sub committee; she suggested that we could have the company come to the next BOE meeting to discuss the phone system or we could hold another facility committee meeting and discuss it at that time.

Schedule a Facilities Committee meeting before the next BOE meeting and assure there is a quorum.

There is a CIP meeting scheduled for Thursday, November 16th at 6:30 at the Town Hall.

4. EASTCONN

Mr. Petruniw stated EASTCONN Executive Committee meets once a month. Mr. Petruniw reviewed the memorandum from the new executive director Mr. Gary Mala.

5. Ad Hoc Administration Staffing

Mr. Petruniw stated they will have a meeting once the new Board members are in place.

The Superintendent stated there is a study from Preston on google drive regarding full/part time Superintendent.

A letter was sent to Woodstock Academy requesting a representative seat on the Woodstock Board of Directors. We are waiting for the Woodstock Board to reply to our request and will appoint a BOE member at December BOE meeting. There was a FOA request and the Superintendent handled the request.

Email from a BOF member looking into the future working with the BOE and requesting a copy all contracts from the BOE.

There is a CAFE New Board Orientation and Leadership workshop In December for any Board members who would like to attend.

6. Superintendent's Comments

a. Enrollment

Superintendent stated there are 746 students in the district.

b. Administrator's Report

CES:

- Working on instruction and curriculum
- Orientation for new teachers
- School Readiness Council
- Google Classroom
- Technology Training
- Lexia
- Parent Volunteers
- Recycling Assembly
- Kid Kudos
- Parent/Teacher Conferences-November 20 and 21st

BMS

- Curricular Aspects
- Climate Improvement Aspects-Teachers and administrators have taken an active role in participating at the EASTCONN regional councils.
- Safety Aspects-BMS Safety Committee met with Trooper Konow and went over current trends and school lockdown drill

Special Education

- Links regarding curriculum
- Goals
- October was ADHD awareness month
- Touch chat for individual who have difficulty using speech
- Kindness
- Special Education program showing where are special education students are attending school

c. 2017-2018 Budget

The Superintendent stated we do not have a budget and are working off last year's numbers. Mrs. Thurlow, Finance Director discussed the budget including school insurance, audit fee, and summer school program.

Mr. Petruniw said the BOF is holding a special meeting on November 21st and they are anticipating a presentation from the BOE.

The Superintendent stated we cut \$511,618 from our budget and we need to reduce the budget by only \$233,000. This insight came from the latest developments and numbers at the state level.

Motion: To approve the budget as presented of total reductions of \$233,280 to match the Educational Cost Share Reduction.
By: Christopher Lippke
Second: Leticia Velasquez
All in favor
Motion passes

d. CIP Discussion

CIP was discussed earlier in this meeting.

e. BOE Audio Minutes

The Board will discuss Audio minutes at the next Board meeting in December.

f. Additional Comments

None

F. CONSENT AGENDA

1. Regular meeting minutes – October 10,, 2017
The regular meeting minutes were approved as printed

G. Executive Session

1. Superintendent's Salary Negotiations

Motion: To go into Executive Session at 8:44 pm for the purpose of the Superintendent's Salary Negotiation and invite the newly BOE electees for observation purpose an Dr. Knapton.
By: Walt Petruniw
Second: Stephen Brown
All in favor
Motion passes

The Board came out of Executive Session at 9:31 p.m.

Motion: To approve Dr. Knapton's 2018-2019 contract with a 0% increase with the language of the contract reopener of her benefit package in the event of a cost increase.

By: Walt Petruniw
Second: Stephen Brown
All in favor

5 yays -Walt Petruniw, Stephen Brown, Nancy Duvall, Leticia Velasquez, Vivian Thumser
1 nay-Christopher Lippke
Motion passes

H. COMMENTS FROM VISITORS

Mr. Lippke said he has been thinking about this for the past year with our budget issues. This is just an idea, we should consider consolidating our schools into one at CES. We should put the money into the education of our students instead of the facility. A Board member asked “what would we do with the building”, Mr. Lippke said we could keep the gym, library, and cafeteria and the roof is in good shape over this part of the school.

Is the Preston Superintendent report available to the public? The Superintendent stated she will put it on the website. Another question “is the Policy Committee meeting opened to the public”, Mr. Petruniw stated “yes” the meeting is opened to the public.

The Superintendent and the Board complemented Dottie Horn on all the time and work she does in preparing the Policy Committee meetings.

I. ADJOURNMENT

Motion: To adjourn at 9:30 p.m.
By: Christopher Lippke
Second: Nancy Duvall
All in favor
Motion passes

Respectfully submitted,
Nancy Duvall, BOE Secretary