

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

Approved 5-9-2017

Board of Education Meeting **April 18, 2017**
Location: Dr. Helen Baldwin Middle School Library **Time: 7:00 p.m.**

A. ESTABLISHMENT OF QUORUM AND CALL TO ORDER:

In Attendance from the Board of Education (BOE): Walt Petruniw, Chairperson; (participated via-tele-conference); Stephen Brown, Vice-Chairperson; Nancy Duvall; Leticia Velasquez; John Gentry

Absent: Christopher Lippke, Vivian Thumser

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

Vice Chairperson, Stephen Brown, called the Canterbury Board of Education (BOE) meeting to order once a quorum was established at 7p.m.

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF MINUTES

1. Regular Meeting, February 28, 2017
The regular meeting minutes were accepted as printed
2. Special Meeting, March 7, 2017
The Special Meeting minutes were accepted as printed
3. Policy Committee Meeting, April 7, 2017
The Policy Committee meeting minutes were accepted as printed

D. COMMENTS FROM VISITORS

Bob Droesch asked what contract negotiations are coming next year.

E. ADDITIONS AND CORRECTIONS

Motion: Add the following items to Item K-Action Items:
1. Non-renewal –non tenured teacher’s discussion
2. 2017-2018 Budget discussion
All other items will move down

By: Stephen Brown

Second: Walt Petruniw

All in favor

Motion passes

F. SPECIAL PURPOSE

None

G. COMMUNICATION TO THE BOE

Mr. Brown read a letter from Lou Pecoraro, Chairperson BOF regarding revenue cuts proposed by Governor Malloy for the 2017-2018 BOE budget. The letter explained that revenue cuts proposed by Governor Malloy for 2017-2018 are large, and requested the BOE propose an additional 5% and 10% proposed cuts to their budget.

H. SUPERINTENDENT OF SCHOOL’S REPORT

1. Enrollment

Holding steady

2. Administrator’s Report

Spring testing will be coming up, breakfast will be provided to all students

3. 2016-2017 Budget

The 2016-2017 budget is running a surplus of \$225,643. We have a freeze on our current budget, so the BOE can give back to the town as much money as possible this year. This will assist in the financial crisis ahead and allow the town to use these moines in their revenue numbers next year.

4. Canterbury High School student Julia Christenson received the Woodstock March Headmaster's Award.

5. The Superintendent stated she mailed letters of recognition to Pat Avery, Bus Driver and two students Jamie Rego, and Aaron Steendam on their courageous actions and took charge of the situation regarding the school bus accident last month.

I. BOE COMMITTEE REPORT

- EastConn meeting on April 25th
- BOE Retreat at CES on April 26th
- Bus driver's negotiations on April 27th

J. INFORMATIONAL ITEMS

None

K. ACTION ITEMS

1. Non-renewal of non-tenured teachers

The Superintendent met with all non-tenured teachers and handed them a letter regarding non-renewal.

Mr. Petruniw stated that Dr. DaSilva-Knapton was able to avoid this issue for the past few years. Most school districts use this non-rehiring process of non-tenured teachers regularly, until a budget is passed.

Motion: Moved that the contract of employment of Cheryl Giuilano, Shannon Iamarone, Cynthia Pisowloski, Amy Vallandingham, Jocelyn Webster, Kristen Werniki, Alison Wiza, Thomas Durham, Kelly Farland, Elizabeth Huband, and Kelly Lambert not be renewed for the following school

year upon its expiration at the end of the 2016-2-17 school year, and that the Superintendent of Schools is directed to advise such person(s) in writing of this action.

By: Walt Petruniw

Second: John Gentry

All in favor

Motion passes

2. 2017-2018 BOE Budget

Motion: To open up the 2017-2018 BOE budget for discussion.

By: John Gentry

Second: Nancy Duvall

All in favor

Motion passes

The Superintendent suggested to reduce the budget by \$24,542 to bring the budget down to a flat 0%. The Superintendent also asked the BOE to identify proposed 5% and 10% reductions and impacts of those reductions to their 2017-2018 budget. How do we go below the MBR (minimum budget requirement)? A 10% cut would be \$1.1 million dollars and a 5% cut would be \$573,553.

The Superintendent suggested the Board have a round table discussion regarding the reduction to the 2017-2018 BOE budget.

Motion: To bring our current 2017-2018 BOE budget to zero percent increase bringing the total BOE budget to \$11,471,059.

By: Nancy Duvall

Second: John Gentry

Walt Petruniw Aye

Stephen Brown Aye

John Gentry Aye

Nancy Duvall Aye

Leticia Velasquez Abstained

Motion passes

The Superintendent discussed the following laundry list of possible cuts to the budget, not in any particular order, which included the following items:

All sports, all activity stipends, curriculum development position, CES art teacher, intervention teachers/paraeducators, library aids, 1 custodian, .5 maintenance, teacher BMS, .5 Spanish or family consumer science, reduce administration, 2.5 clerical positions, (central office, special education, and business office), school nurse, change medical prescription plans (contractual), cut dental insurance (contractual), life insurance (contractual), long term short term disability (contractual), district technology, Special

Education legal fees, audit, and repairs and maintenance.

Total of \$240,000

Another option is to change High School choices-no Griswold; only one technical school (cut \$238,840), but this savings would only last one year, then the bill would be double in school year 2019-2020.

Motion: To have Dr. DaSilva-Knapton write a letter to the BOF with the proposed 5% and 10% cuts to the 2017-2018 budget.

By: John Gentry

Second: Nancy Duvall

All in favor

Motion passes

May 4th is the budget meeting and the Town Meeting is May 18th.

3. Capital Improvement Plan

a. Second Selectman-CIP Guidelines Discussion

The Superintendent wanted the BOE members to be aware of the CIP Guidelines and suggested they discuss the document with the BOE Chairperson.

b. CIP Funds-Closed Accounts May 2016

Superintendent explained that the BOE never made a motion to close out these accounts last year, and in order for the town treasurer to take action, the BOE must make a motion. This is left over from last May, 2016..

Motion: To officially close out the following CIP accounts: 5085 BMS & CES fire sprinkler \$7,160; 5095P clock replacement \$11,548; 5125P asbestos removal \$.49; 5004 BMS feasibility study \$15,000; 5045P CES drainage \$30,525 for a total amount of \$64,233.49.

By: Stephen Brown

Second: Walt Petruniw

All in favor

Motion passes

c. Reduction of CIP Funds 2017-2018

Motion: To accept the BOE amended CIP proposal for 2017-2018.

Items to cut are: security upgrades \$25,000; boiler replacement \$30,000; 6th grade heater replacement \$10,000; kitchen equipment \$20,000; CES oil tank \$5,000; window replacement \$10,000; LED light replacement \$20,000, totaling a reduction of \$120,000.

By: Walt Petruniw
Second: Stephen Brown

\$165,000 CIP funds remaining for 2017-2018.

All in favor
Motion passes

d. Reduction of CIP Funds 2021-2022

Motion: To amend our CIP budget for 2021-2022 as recommend by the CIP committee. The cuts include: \$20,000 camera system; \$100,000 bus; \$10,000 carpet library and classrooms; \$20,000 CES parking lot; \$10,000 sound proofing music room; and \$10,000 technology upgrades, total reduction to the 2021-2022 CIP budget in the amount of \$ 170,000.

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

4. Retirement Letter

Motion: To accept the letter of retirement from Kathy Gothreau, payroll bookkeeper as of April 20, 2017.

By: Nancy Duvall
Second: John Gentry
All in favor
Motion passes

Motion: To accept the letter of resignation from Christopher Pezza, teacher BMS as of June 30, 2017.

By: Leticia Velasquez
Second: John Gentry
All in favor
Motion passes

5. Policies-First Read

- a. Policy 4100 Certified Personnel
- b. Policy 3280 Gifts, Grants, and Bequests
- c. Policy 2130 Administrative Personnel Positions
- d. Policy 9326 By Laws of the Board-Minutes

e. Policy 3281.2 Online Fundraising Campaigns-Crowdfunding

Motion: To accept the above policies a-e as first read.
By: Stephen Brown
Second: Walt Petruniw
All in favor
Motion passes

6. Policies-Second Read

- a. Policy 4112.5 Security Checks/Fingerprinting
- b. Policy 4112.51 Employment/Reference Checks
- c. Policy 5118 Nonresident Students
- d. Policy 9010 Limits of Authority
- e. Policy 9012 Legal Responsibilities of the BOE
- f. Policy 5118.111 Nonresident Student Tuition-
Rescinded
- g. Policy 9325.2 By Laws of the Board

Motion: To accept the above policies a-g as second read and amending policies e and g.
By: Stephen Brown
Second: Nancy Duvall
Stephen Brown Aye
Walt Petruniw Aye
John Gentry Aye
Nancy Duvall Aye
Leticia Velasquez Abstained
Motion passes

L. Discussion Items

1. BOE Retreat Agenda

Activities have been planned for the retreat.

M. COMMENTS FROM VISITORS

Bob Droesch commented how impressed he was regarding a high school student who was on the bus at the time of the accident and how well she handled the situation.

N. ADJOURNMENT

Motion: To adjourn at 8:51 p.m.

By: Walt Petruniw

Second: Stephen Brown

All in favor

Motion passes

Respectfully submitted,
Nancy Duvall, BOE Secretary