

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

**Approved 11-15-2016**

**Board of Education Meeting**  
**Location: Dr. Helen Baldwin Middle School Library**

**October 11, 2016**  
**Time: 7:00 p.m.**

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

In Attendance from the Board of Education (BOE): Walt Petruniw, Chairperson; Nancy Duvall, Secretary; Christopher Lippke; Vivian Thumser; John Gentry; Leticia Velasquez

Absent: Stephen Brown

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 7:13 p.m.

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF MINUTES**

1. Approval of Minutes: Regular Meeting, September 13, 2016

The business meeting minutes was approved as printed.

**D. COMMENTS FROM VISITORS**

None

**E. ADDITIONS AND CORRECTIONS**

Add Executive Session to item N, and move Adjournment to item O.

Motion: To add Executive Session as Item N to the agenda and move Adjournment to Item O.

By: Chris Lippke

Second: Vivian Thumser

All in favor

Motion passes

## **F. SPECIAL PURPOSE**

None.

## **G. COMMUNICATION TO THE BOE**

Walt Petruniw discussed the following:

- Letter from EASTCONN regarding a ribbon cutting ceremony October 26<sup>th</sup> for the STEM lab.
- CABA inviting 2 or 3 high school students to the convention.
- Letter of complaint certified mail.
- Certified mail subject of earlier hearing.
- Mr. Lippke attended Woodstock Academy Board of Trustee reception and Woodstock honored Canterbury as an ascending community and our support over the years for the Academy.

## **H. SUPERINTENDENT'S REPORT:**

### 1. Enrollment

The Superintendent discussed enrollment showing 2015-2016 enrollment and 2016-2017 enrollment. Showing a decrease of 5 students.

### 2. Administrators' Report

The Superintendent talked about Professional Development day at CES today. The administrators facilitated the session.

There were five rotating sessions:

- Jodi Davis -IEP
- Ryan Earley-21<sup>st</sup> Century Technology
- Sarah Cary-Writing skills
- Claudia Danna-Importance of planning with student engagement
- Lois Knapton-Importance of self-reflection

Other items of discussion:

- Website is being updated.
- BMS has events for 8<sup>th</sup> grade students coming and going to different schools.
- CES concerts are scheduled for every 6 weeks at 2:30 pm.

### 3. 2016-17 budget

Janice Thurlow, Finance Director discussed the following:

- October 1, 2016 high school enrollment.
- Audit Committee balance report on a monthly basis.
- Special Education, technology and adult education in the Red, but will balance out through the year.

#### 4. LED Sign Update

The Superintendent stated there was some community input regarding the LED sign. Walt and the Superintendent discussed the concerns to make sure the funding's from the source went to what it said word for word. The Superintendent will look for other funding source, PTO, and fundraisers. The Superintendent said she will keep the contractor. She will keep the Board informed.

#### 5. Letter from Region #11-Parish Hill High School

Letter from Parish Hill offering to use them as a designed high school. The Superintendent stated she feels we have enough high school choices. The Board stated that they have received this offer in past years.

#### 6. Additional Information

CABE workshop is scheduled for November 18<sup>th</sup> and 19<sup>th</sup> if any Board member is interested.

### **I. BOE COMMITTEE REPORTS**

- CIP workshop did not have a quorum. Mr. Lippke discussed a possibility of changing the number of members to form a quorum.
- EASTCONN -QMC Mobile Stem Lab ribbon cutting ceremony October 26, 2016 10:00 am in Hampton.

### **J. INFORMATIONAL ITEMS**

#### 1. Resignation Letter

Motion: To accept the resignation letter (email) from Tracy Cowan, bus driver as of October 7,2016.

By: Chris Lippke

Seconded: John Gentry

Vote: All in favor

Motion passes

### **K. ACTION ITEMS:**

The Superintendent stated the Board of Education did sign the CAFE Award application and we are submitting it.

**L. DISCUSSION ITEMS:**

None.

**M. COMMENTS FROM VISITORS**

None.

**N. EXECUTIVE SESSION**

1. Personnel matter at BMS

Motion: To go into Executive Session at 7:40 p.m. for a personnel matter at BMS.

By: Leticia Velasquez

Second: John Gentry

All in favor

Motion passes

Board came out of Executive Session at 8:12 p.m.

The personnel matter was discussed and addressed. The matter was handled by the Superintendent addressing it with a letter. Mr. Petruniw recommended to the Board that no further action be taken for the information that is available to date.

**O. ADJOURNMENT**

Motion to adjourn at 8:13 p.m. By: Chris Lippke

Second: John Gentry

Vote: All in favor

Motion passes

Respectfully submitted,

Nancy Duvall,

Secretary to the Board