

DRAFT

A. PLEDGE OF ALLEGIANCE

B. ESTABLISHMENT OF QUORUM AND CALL TO ORDER

In Attendance: Walt Petruniw, Stephen Brown, Heather DeLuca, John Ellston, Vivian Thumser

Arrived 7:05 p.m. Christopher Lippke
Absent: Pam Kerouack-Warner

Others Present: Dr. Lois Knapton, Superintendent, Jodi Davis, Special Education Director, Janice Thurlow, Finance Director

Walt Petruniw called the Canterbury Board of Education meeting to order at 7:03 pm.

The Board had a moment of silence to honor the lives lost at Sandy Hook Elementary School last year.

C. ADDITIONS AND CORRECTIONS

Motion: Add to New Business/Possible Action: Item I number 3 -Discussion concerning Agenda.
By: John Ellston
Seconded: Stephen Brown
Vote: S. Brown /H. DeLuca / J. Ellston / V. Thumser/ W. Petruniw
Yes Yes Yes Yes Yes

Motion passes.

D. COMMENTS FROM VISITORS

None.

E. COMMUNICATIONS TO THE BOE MEMBERS

Walt Petruniw stated that he received a letter from Hampton Board of Education concerning possible cooperative transportation agreement.

F. BOE COMMITTEE REPORTS

Mr. Petruniw stated that he attended the November 26th EASTCONN committee meeting, they did not have a Quorum. EASTCONN members decided to hold a presentation on current initiatives and inter-district grants.

G. ROUTINE BUSINESS ITEMS

1. Approval of Minutes – Business Meeting, November 12, 2013

Remove Carl Thurlow’s name from “In Attendance”
Add Heather DeLuca’s name to “In Attendance”.

Special Meeting, November 19, 2013

To add to D. “for the purpose of holding elections for new BOE officers positions”.

To add the following before Section 2 “Mr. Petruniw took back charge of the meeting as the newly elected BOE Chairperson”.

The business meeting minutes listed above were approved as corrected.

H. SUPERINTENDENT OF SCHOOL’S REPORT/POSSIBLE ACTION

1. Enrollment

The Superintendent discussed enrollment and stated that there was no significant changes.

2. Administrators’ Report

The Superintendent discussed the Administrator’s Report including:

- Assembly at CES
- Parent Teacher Conference
- Book Fair at both schools
- EASTCONN Grant Opportunity- Elementary Connections
- BMS spaghetti supper
- Fox 61
- BMS talent show
- She also commented that Mr. Pires (8th grade teacher) was interviewed and won the Mohegan Sun Connecticut Ray of Sunshine Award.
Mr. Petruniw stated that the Board recognizes the award for Mr. Pires.
- The Superintendent also discussed adding the BOE Agenda, final approved BOE minutes, and approved BOE budget to the website
- The Superintendent, Walt Petruniw and EASTCONN did a security walk through at both schools
- Solar proposals at CES

3. 2013-2014 Budget

Janice Thurlow discussed the 2013-2014 school budget including:

- Tuition including Three Rivers Middle College approximately \$5600.00 per student, STEM school \$4500.00 per student, and QMC \$3400.00 per student.
- Paraeducators using personal time for snow days
- High School Adult Services
- Transportation Grant

4. Discussion Regarding Upcoming BOE retreat

The Board and the Superintendent discussed the retreat.

Motion: To schedule an upcoming BOE retreat for Wednesday, January 15, 2014 between 3:30-7:30 p.m. at the Community Center.

The Board discussed CABA facilitating the retreat.

By: John Ellston
Seconded: Vivian Thumser
Vote: S. Brown / H. DeLuca / J. Ellston / V. Thumser / C. Lippke / W. Petruniw
Yes Yes Yes Yes Yes Yes

Motion passes.

5. Retirement Letters

The Superintendent stated that two veteran teachers have submitted their retirement letters.

Motion: To accept the letter of retirement from Cindy Davis at the end of the 2013-2014 school year.
By: Heather DeLuca
Seconded: Stephen Brown
Vote: S. Brown / H. DeLuca / J. Ellston / V. Thumser / C. Lippke / W. Petruniw
Yes Yes Yes Yes Yes Yes

Motion passes.

Motion: To accept the letter of retirement from Kelly Berthiaume at the end of the 2013-2014 school year.
By: John Ellston
Seconded: Stephen Brown
Vote: S. Brown / H. DeLuca / J. Ellston / V. Thumser / C. Lippke / W. Petruniw
Yes Yes Yes Yes Yes Yes

Motion passes.

6. 2014-2015 School Calendar, Initial Comments

The Superintendent discussed the new guidelines for the uniform regional school calendar (Public Act 13-247). Dr. Knapton stated by January 2014 a uniformed regional school calendar needs to be designed, and school districts can choose to adopt it or not but we must adopt a regional school calendar in the school year 2015-2016.

The guidelines are:

- Uniformed start date
- Uniformed professional development & in-service training for certified employees
- Not more than three uniform vacation periods during the school year
- Not more than two of which shall be a one week school vacation period and one shall be during the summer.

The Superintendent suggested that we follow EASTCONN's calendar. The Superintendent and the Board had a round table discussion regarding the new guidelines for a uniform regional school calendar. It was suggested that the Superintendent bring another more detailed calendar to the next BOE meeting.

I. NEW BUSINESS/POSSIBLE ACTION

1. BOE Committee/Representative-Appointments

The Board discussed the BOE Committees/ Representatives. The chairperson appointed the following BOE members to the following committees/representatives:

COMMITTEES

- Policy Committee- Christopher Lippke, Heather DeLuca
- Facilities Committee – Vivian Thumser, John Ellston
- Negotiation Committee
Administrators (2014-2017) Heather DeLuca, Stephen Brown
Bus Drivers (2011-2014) John Ellston, Stephen Brown
Pareducators (2012-2014) Vivian Thumser, Pam Kerouack-Warner
Custodians (2013-2016) Stephen Brown, Heather DeLuca
Secretaries & Library Coordinators (2013-2016) Stephen Brown, Pam Kerouack-Warner
Teachers (2013-2016) - Vivian Thumser, Heather DeLuca

BOE REPRESENTATIVES

- EASTCONN – Walt Petruniw
- CABA- Christopher Lippke
- CES PTO – Vivian Thumser
- BMS PTO – Heather DeLuca
- BOOSTER Club – Stephen Brown
- CIP – Walt Petruniw, Alternate – Stephen Brown

2. Administrator's Contract

The Superintendent and the Board discussed the Administrator's Contract.

Motion: To approve the Professional Agreement between Canterbury Board of Education and Canterbury School Administrators Association Local #42, CFSA, AFSA, AFL-CIO 2014-2017.

The Board discussed the Administrators contract.

By: Heather DeLuca

Seconded: John Ellston

Vote: S. Brown / H. DeLuca / J. Ellston/ V. Thumser/ C. Lippke/ W. Petruniw
Yes Yes Yes Yes No Yes

Motion passes.

3. BOE Agenda Discussion

John Ellston stated he would like to align the BOE Agenda along with Robert's Rule. The Board discussed the BOE Agenda and changes to the Agenda. The Board asked Mr. Ellston to do some research and report to the Board at the next meeting.

J. OLD BUSINESS/POSSIBLE ACTION

1. 2014 BOE Calendar of Meetings

Motion: To approve the 2014 BOE calendar of business meetings with the amendment of changing November 11th meeting to November 18, 2014, so that this can be submitted to the Town for official posting of meeting dates.

By: Heather DeLuca

Seconded: John Ellston

Vote: S. Brown / H. DeLuca / J. Ellston/ V. Thumser/ C. Lippke/ W. Petruniw
 Yes Yes Yes Yes Yes Yes

4. Transportation-Ad-Hoc Committee

The Superintendent and the Board discussed transportation/Ad-Hoc Committee. The Superintendent made a recommendation that an Ad-Hoc Committee be developed and meet approximately 2 to 4 times. John Ellston and Stephen Brown volunteered to be on the committee and the Superintendent will appoint other members.

Motion: To accept to convene a Transportation Ad-Hoc Committee at the Superintendent request.

By: Heather DeLuca

Seconded: John Ellston

Vote: S. Brown / H. DeLuca / J. Ellston/ V. Thumser/ C. Lippke/ W. Petruniw
 Yes Yes Yes Yes Yes Yes

Motion passes.

K. COMMENTS FROM VISITORS

None.

L. EXECUTIVE SESSION

1. Personnel Matter-Develop/Discuss Evaluation Procedures-Superintendent to be invited.

Motion: To go into Executive Session at 8:40 p.m. for purpose of Personnel Matter-Develop/Discuss Evaluation Procedures, and to invite the Superintendent.

By: Stephen Brown

Seconded: John Ellston

Vote: S. Brown / H. DeLuca / J. Ellston/ V. Thumser/ C. Lippke/ W. Petruniw
 Yes Yes Yes Yes Yes Yes

Motion passes.

The Board came out of Executive Session at 9:04 p.m.

M. ADJOURNMENT

Motion to adjourn at 9:05 p.m. by John Ellston

Respectfully submitted,
Heather DeLuca, Board Secretary