

The Regional School District 13 Board of Education met in regular session on Wednesday, December 12, 2012 at 7:30 p.m. in the music room at Korn School. Board members present: Mrs. Adams, Mrs. Boyle, Mrs. Buckheit, Mrs. Flanagan, Mrs. Fronc, Mr. Fulton, Dr. Ochterski, Ms. Parsons, Mr. Renninghoff. Also present: Mr. Melnik, Mrs. Viccaro. Absent: Mr. Hicks.

Mrs. Flanagan called the meeting to order at 7:32 p.m. with the recital of the Pledge of Allegiance led by Geoff Meiman.

Public Comment: No Public Comment.

On a motion by Mrs. Boyle, second Mrs. Adams the Board of Education unanimously approved the agenda.

Mrs. Adams, made a motion, Dr. Ochterski second, to approve the minutes of November 28, 2012 as amended. Mrs. Buckheit, Mrs. Flanagan, Mrs. Fronc, Mr. Fulton, Ms. Parsons, Mr. Renninghoff voted yes. Mrs. Boyle abstained.

Communications: Mrs. Flanagan stated she attended the Community Round Up and commended Mrs. Viccaro and her staff on a well run event. It was the largest turnout of adults and students so far. Mrs. Flanagan also thanked members of the Durham Womans Club for the breakfast items they provided.

Mrs. Buckheit attended a concert at Lyman School on Tuesday and stated how amazing the students performed.

Mrs. Adams reported that she had received telephone calls referencing an article in Patch regarding our scores. Mrs. Adams would like to discuss this when she presents her report from the Curriculum Committee.

Mrs. Flanagan welcomed Mr. Melnik back to District 13 stating that his experience will be very helpful.

Superintendent's Report: Mrs. Viccaro introduced Geoff Meiman of Troop 27, who presented his Eagle Scout project. Geoff would like to work on an herb garden that is in disrepair at Memorial School. Geoff met with Mr. Brough, principal of Memorial and discussed taking everything out of the present garden and replacing it. Geoff will start fundraising over the winter. He stated that many students at the high school will be looking to fulfill their community service requirement. Geoff will call upon his fellow classmates to help with the work. Pictures of the present garden were handed out to Board members. As a follow up item, the Board will take a look at the garden before the May 22, 2013 Board meeting at Memorial School.

On a motion by Mr. Renninghoff, second Dr. Ochterski the Board of Education unanimously approved the Eagle Scout Project as presented by Geoff Meiman.

Presentation by Mr. Hauser, Principal of Cuginchaug Regional High School: Mr. Hauser provided the Board with a handout outlining an update on the CIAC Evaluation Process at CRHS. The initial arrangements for the evaluation and the coordination with the CIAC chairman have been completed. Student-Athlete surveys are nearly complete and parent surveys will be emailed the week of December 17th. Coaches surveys follow the same timeline

as parents. Mr. Bodner, the Assistant Principal at CRHS will chair the self-study committee which will be comprised of teachers, non-teacher coaches, parents, and student athletes. The roster will hopefully be completed by Christmas break. Steps to be completed include the survey results, self-study results, CIAC evaluation committee visit, and CIAC report on their findings. During a brief discussion Board members asked Mr. Hauser if the survey could be sent to our 8th graders, if a member of their Board of Education could be selected to be on the self-study committee, and how coaches evaluations are to be implemented. Mr. Hauser will contact the CIAC regarding these issues and get back to the Board. The Board thanked Mr. Hauser for his informative update.

Mrs. Viccaro handed Board members a list of members on the Korn Principal Search Committee and the timeline of events. The committee will interview 8 candidates. They are looking for people with experience. Mrs. Viccaro is also looking at a list of retired principals that are available for interim coverage.

Mr. Melnik reported that the District has joined the Fuel Consortium for 2013-2014. The cost of heating fuel is between \$3.25 - \$3.35 and diesel fuel costs between \$3.25 - \$ 3.45. Mrs. Boyle asked when we can lock in and Mr. Melnik felt it would be very soon. Mr. Melnik also reported the District received \$1,200 from the state for implementing the Healthy Food Program, which has been very successful.

Mrs. Viccaro provided the Board with an Organizational Chart stating that it is a work in progress. Mr. Fulton asked for the job description of the Pupil Personnel Director, Director of Curriculum/Development and the Business Manager. The Board also would like a head count of District employees.

Mrs. Viccaro reported that a donation in the amount of \$2,000 from JLPA was used to purchase 6 tables for the computer lab and an iPad cart. Mrs. Sinder, the principal of Korn School received donations totalling \$8,900 from BKPTA and purchased 8 Smart Boards. These donations were much appreciated by the Board.

On a motion by Mrs. Boyle, second Mrs. Buckheit the Board of Education unanimously approved the \$2,000 donation from JLPA and the \$8,900 donation from BKPTA.

Mrs. Viccaro reported that there will be three new students and three returning students attending Thomas Edison Magnet School for the 2013-2014 school year.

Mrs. Viccaro reported that School Climate surveys are being completed and she will report the results back to the Board by the end of January.

Discussion Items: Mrs. Flanagan presented the Board with three available dates for the BOE retreat. After discussion the Board retreat will take place on January 30, 2013 from 5:00 – 9:00 p.m. at a local venue to be determined.

The Board agreed to cancel the February 27, 2013 Board of Education meeting and schedule a meeting on February 20, 2013 at Strong School. Mr. Fulton has moved the Finance Committee meeting from February 27, 2013 to February 20, 2013 as well.

New Business:

On a motion by Mrs. Boyle, second Mrs. Adams the Board of Education unanimously approved the Camp Jewell Field Trip Request for May 30-31, 2013.

Mrs. Flanagan noted that the Camp Jewell field trip should be included on the list of field trips taken by students annually.

Committee Reports:

Communications Committee: Mr. Fulton reported that the committee met on December 4th and focused on BOE content on the website.

Personnel Policies Committee: Ms. Parsons stated they were currently reviewing the custodians' and cafeteria workers' contracts.

Finance Committee: Mr. Fulton reported that the Finance Committee met on November 28th and reviewed investment policies. They also had further discussion on the utilization study. Mr. Fulton stated that the audit ending June 30, 2012 was overall a good report with a few suggested items.

On a motion by Mr. Fulton, second Dr. Ochterski the Board of Education unanimously approved to accept the independent auditors report on the audit ending June 30, 2012.

Building and Grounds: Mrs. Boyle reported that the committee had a tour of Korn School prior to the Board meeting and discussed future improvements. The Building and Grounds Committee meets again on January 9, 2013.

Policy Committee: Mrs. Flanagan asked the Board to review the presented policies. Mrs. Flanagan asked Board members to contact her regarding any changes as she would like to put all policies on the consent agenda for the next meeting. When these policies are approved they will be put on the website.

Other Committees: Mrs. Adams provided a handout from the Connecticut State Department of Education indicating CMT scores for Korn School. Mrs. Adams received phone calls after an article on the Patch relating to low scores was published. After reviewing the report Mrs. Adams stated that since our student population is small it doesn't take much to bring scores down. The reality is that we have students that are challenged. Discussion took place and Mrs. Flanagan asked the Board to get behind the numbers and look at what we do well and what we are not doing well.

Public Comment: No public comment

Follow-Up:

1. Board to take a look at garden at Memorial School at their May 22, 2013 meeting
2. Mr. Hauser to check with CIAC on questions from Board Members
3. Head Count on Organization Chart along with requested job descriptions
4. Climate Survey Data
5. Change of BOE meeting and Finance Committee meeting
6. Camp Jewell
7. Thank you notes for parent organization donations

On a motion by Mr. Renninghoff, second Mrs. Boyle, the Board of Education unanimously approved to move into Executive Session to discuss a personnel matter.

The Board of Education returned to regular session.

On a motion by Mrs. Adams, second Mrs. Boyle, the Board of Education unanimously approved to adjourn at 9:30 p.m.

Respectfully submitted,

Maureen Johnson