

The North Canaan Board of Education meeting was held on Thursday, November 12, 2009.

The meeting was called to order at 7:07 P.M.

Board members present: Dolores Perotti, Dorothy Cecchinato, Laura Freund, Richard Greco,
Beth McGuire, Karen Riccardelli and Susan Warner

Patricia Chamberlain, Superintendent; Rosemary Keilty, Principal

Robert Aakjar, Carole Armen, Melissa Bachetti, Eve Bouchard, Karen Lindstrom, Elizabeth Simpson,
Sheila Scott, Anne Weisman and Karen Bartomioli (*Lakeville Journal*)

Mrs. Warner made a motion to amend the agenda by adding (Election of Officers and 2010-2011 School Calendar) and removing (CMT Report). Mrs. McGuire seconded. Vote: Unanimous

Mrs. McGuire made a motion to adopt the agenda with the above changes. Mrs. Warner seconded.
Vote: Unanimous

Ms. Chamberlain led the Election of Officers. She requested nominations for Chairman. Mrs. Warner nominated Mrs. Dolores Perotti for Chairperson. Mrs. McGuire seconded. Vote: Unanimous
Mrs. Dolores Perotti accepted.

Ms. Chamberlain requested nominations for Vice Chairman. Mrs. McGuire nominated Mr. Greco as Vice Chairman. Mrs. Cecchinato seconded. Vote: Unanimous
Mr. Greco accepted.

Ms. Chamberlain requested nominations for Secretary. Mrs. Warner nominated Mrs. McGuire as Secretary. Mr. Greco seconded. Vote: Unanimous
Mrs. McGuire accepted.

Ms. Chamberlain turned the meeting over to Mrs. Dolores Perotti, Chairperson.

Mrs. Cecchinato made a motion to approve the minutes dated, October 8, 2009 with one change (statue to statute). Mr. Greco seconded. Vote: Unanimous

Communications

Written

Mrs. Dolores Perotti read a thank you note she received from Martha Scott. In the note she thanked Board members for the bell and giving her the opportunity to serve on the Board as its chairperson.

Public Comment

Sheila Scott reported that she moved back to town after 45 years and is concerned about the computer literacy of students at the school and a general lack of computers at the town hall and the Douglas Library. She argued that school children should use free software available on the internet and that this would cut down on the software and licensing expenses. Mrs. Dolores Perotti thanked Ms. Scott for coming to the meeting with her concerns regarding technology. Miss Keilty explained that the school has a great number of computers and lap top carts, and students start formal computer instruction in first grade. She added that the computer teacher has researched free on line software and that compatibility is an issue. Also, she said that in order to train students for a competitive world, most others are using a common program. She concluded by inviting Ms. Scott to visit the school to see how technology is used and how computers are integrated into every day learning.

Board Comment

Ms. Chamberlain introduced Mrs. Karen Riccardelli as a newly elected North Canaan Board of Education member and welcomed her.

Education Connection

Mrs. Dolores Perotti reported that Martha Scott attended Education Connection meetings each month, and if any Board member is interested in taking her place an opening is available. Ms. Chamberlain reported that the Education Connection Board meets once a month in Danbury or Litchfield to discuss services.

Region I Report

Ms. Freund reported on the last Region I meeting she attended. Some of the highlights of that meeting included the following:

- A class representative, Kara Riley reported on students' art work hanging in the cafeteria.
- A school motivation assembly was held for students.
- The FFA banquet will be held on November 20, 2009.
- The ABC (All Board Chairs) committee met on October 27, 2009.
- Turkey Olympics were held at the high school.
- An RSSC budget is being developed.
- One broker will be chosen for health insurance in early December after a presentation.
- The policy committee met on October 27, 2009 and discussed the decision concerning the President Obama's speech.
- A silver bell tree was planted in memory of Kaelan Paton.
- The Long Range Planning committee is in the final stages of writing a plan.
- Joining a consortium for electricity is being explored by the business office.
- HVRHS has been chosen by SERC to be a PBIS model site for the State and the school will receive a \$2,000 stipend.
- Coaches were approved for high school sports.
- An AgEd Advisor Council was approved.
- A six week maternity leave until March 2010 was approved.

Principal's Report

Miss Keilty added the following items to her principal's report:

- The school has kept parents informed of the number of H1N1 flu cases and advising them to keep students home if they are sick. Staff members are also asked to stay home if they have flu-like symptoms that include a fever.
- Audit recommendations are being addressed with staff and include a few classroom accounts with sloppy recordkeeping. A new petty cash account has been reinstated so postage will no longer be paid from the student activity account and reimbursed from the postage line in the budget. Another recommendation included writing off past losses from the lunch program. She said that she will work with the business office and ask Sam to attend a Board meeting.
- It was recommended that budget workshops start in early January and include discussions regarding staffing and a retirement incentive for teachers.
- A call was received from a school in Washington stating North Canaan Elementary is considered an exemplary school for getting off to a good start with the PBIS program which makes good examples for others
- The crossing guard reported that he is not seeing many students walking to school via the West Main Street route this year and wondered whether students who should be walking are riding the bus. She explained to the Board that the transportation policy allows for parents to request bus transportation and that if there is room on a bus she grants the request.

Ms. Bouchard, Miss Bachetti, Ms. Lindstrom, Ms. Simpson, Ms. Armen and Mrs. Weisman made a presentation on the PBIS program. Some of the highlights that they covered follow:

- The three behavioral values of the school are safety, respect and responsibility.
- Recognition slips are awarded to students for outstanding demonstration of behavior related to these core values.
- Data is collected from the recognition slips to see how students and staff are doing. School discipline data is collected in SWIS (School Wide Information System), a web based software.
- A raffle is held every Friday with the recognition slips that have been collected and prizes are given to students of each grade level group. E.g., slips in PreK-2 are collected in one container, grades 3-5 in another, etc..
- The school's team created a matrix and lessons for use during the first day of school. Various team members taught lessons in the areas outlined on the matrix. For instance, Miss Keilty taught all of the bus lessons, Mrs. Belter taught the cafeteria behavior expectations, etc...
- Good behavior is expected on the bus, in the hallways, cafeteria, bathroom, and at recess and assemblies. The classroom is added on the matrix in the 2010-2011 school year.

Superintendent's Report

Ms. Chamberlain reviewed her monthly report with Board members. Some of the topics are highlighted below:

- A new teacher education and mentoring program called TEAM replaced the BEST program.
- there is an extension to the 2007 law limiting out-of-school suspensions and having in-school-suspension unless a student is dangerous or disruptive to the educational process
- TaKhia Brown and Matthew Orrell are North Canaan's recipients that will be recognized for their outstanding performance on November 19, 2009 at the Litchfield County Superintendent's Association dinner.
- The Torrington Health District has been keeping Region I informed of the H1N1 Flu Virus updates; H1N1 remains the predominate flu virus in Connecticut.
- Lawrence Gay's house in North Canaan was part of the kitchen tours for the HVRHS Musical Theatre Society fund raiser.
- According to the latest projections North Canaan's student enrollment will begin to decline in the school year 2010-2011.

Ms. Chamberlain reported that on December 8, 2009, as part of the ABC committee, the Region I administration and Board Chairs will hear presentations from insurance brokers. She stated that only one broker will receive the bid.

Ms. Chamberlain reviewed the 2010-2011 Region I calendar with Board members. She stated that the April vacation week will change to April 18-22, 2011 which coincides with Oliver Wolcott Technical School in Torrington. She reported that the final review of the calendar will take place at the December meeting.

Old Business

Mrs. McGuire made a motion to approve policy #5117 Attendance At Out-Of-District High Schools. Mr. Greco seconded. Vote: Unanimous

Mrs. McGuire made a motion to approve policy #5121 Care of Books, Supplies and Equipment. Mr. Greco seconded. Vote: Unanimous

Mrs. McGuire made a motion to approve policy #5122 Assignment To Groups with one change (Classroom Teacher/Teachers). Mr. Greco seconded. Vote: Unanimous

Mrs. McGuire made a motion to approve policy #5143 Insurance. Mr. Greco seconded. Vote: Unanimous

New Business

Board members had a first reading on policy #5141.26 Students with Special Health Care Needs Accommodating Students with Special Dietary Needs which resulted in one change (symptoms). All Board members agreed a second reading will be held next month.

All Board members agreed to table the first reading of policy #5141 Student Health Services so the school nurse can update it.

Mr. Greco made a motion to approve the North Canaan Elementary School Management Plan for Students with Life-Threatening Food Allergies to be posted on the school's website. Mrs. McGuire seconded. Vote: Unanimous

Miss Keilty reported that the school lunch program has been losing a little money for the following reasons:

- Discarded food from a broken cooler in the summer
- Some applications for free and reduced lunches have been denied because the income from a family exceeded the range for this program. With the down turn in the economy people are finding it difficult to pay lunch balances.
- Over 100 students have not paid balances which total approximately \$2,000.

All Board members agreed that the principal should keep them informed in case the deficit becomes larger.

Board members reviewed the job description for the math tutor. All members agreed to the following changes:

- Change the grades to K-8 throughout the description.
- Combine line 2 and 3.
- Remove line 13 and 14.
- Change line 7 to the following: work collaboratively with teachers and provide student progress reports.
- Add a line which states: other duties as assigned by the principal.

Mrs. Dolores Perotti stated that Board members should read and review the Strategic School Profile and call the principal or bring back any questions they have to next month's meeting.

All Board members agreed to table the C.A.B.E. Nutmeg article until next month.

Mrs. McGuire made a motion to adjourn. Mr. Greco seconded. Vote: Unanimous
The meeting adjourned at 9:25 P.M.

Respectfully submitted,

Marjorie E. Gandolfo

Approved: December 10, 2009