

The Bolton Board of Education held its regularly scheduled Business Meeting on December 10, 2015. Members present were Vice Chair Kate Gallé, Julie Begin, Andrew Broneill, Liz Krueger, Stacy Reed, Scott Rich and Alison Romkey. Superintendent Kristin Heckt was also present.

- A. Call to Order – Vice Chair Kate Gallé called the meeting to order at 6:30 PM and introduced and welcomed the new Board members: Andrew Broneill, Stacy Reed and Scott Rich.
- B. Celebration of Excellence – the following students were recognized:
BCS Grade 5 Student Achievers – Nora Carini and Michael Zakowski
BCS Grade 6 Student Achievers – Emily DeNunzio and Joseph Griffin
- C. Election of Officers – Vice Chair Kate Gallé turned the meeting over to the Superintendent Heckt for the election of Board Chair. The Board members chose to use a hand ballot for voting. Superintendent Heckt called for nominations for Board Chair. Andrew Broneill nominated Liz Krueger, 2nd by Stacy Reed; Alison Romkey nominated Kate Gallé, 2nd by Julie Begin. Andrew Broneill, Scott Rich, Stacy Reed and Liz Krueger voted for Liz Krueger; Julie Begin, Alison Romkey and Kate Gallé voted for Kate Gallé. By a vote of 4-3, Liz Krueger was elected to the position of Board Chair and Superintendent Heckt turned the meeting over to Chair Krueger. Nominations for Vice Chair were called for. Julie Begin nominated Kate Galle, 2nd by Alison Romkey; Scott Rich nominated Andrew Broneill, 2nd by Stacy Reed; Julie Begin stated that it would be in the Board's best interest to have an experienced member voted into this position and asked the Board members for their consideration of such. Andrew Broneill, Scott Rich, Stacy Reed and Chair Krueger voted for Andrew Broneill. Julie Begin, Alison Romkey and Kate Gallé voted for Kate Gallé. By a vote of 4-3, Andrew Broneill was elected to the position of Vice Chair. Chair Krueger called for nominations of Board Secretary. Kate Gallé nominated Stacy Reed, 2nd by Alison Romkey. By a unanimous vote, Stacy Reed was elected Board Secretary.
- D. Comments from the Audience – none
- E. Additions to Agenda – Superintendent Heckt asked that a CAPA item be added as F.4.b. and that the London trip be added as F.6.b.
- F. Routine Business Items
 1. Communications to Board Members – none
 2. Approval of Minutes
 - a. November 12, 2015 – A **motion** to approve the minutes was presented by Kate Gallé, 2nd by Alison Romkey; minutes approved 4-0 with Andrew Broneill, Scott Rich and Stacy Reed abstaining.
 3. BHS Student Representatives Report – Justin Wiles reported that students are very much enjoying the visits to Manchester Manor that Mr. Turgeon has organized where the students play games with the elders; winter sports have begun and BHS also now offers participation in gymnastics through a cooperative effort with South Windsor High School. Elena Harvey reported on the great response to the Unity Day activities which allow students in grades 9-12 to participate in pre-selected activities that change periodically. Unity Day is held several times throughout the school year. Student Council is coordinating Spirit Month with pajama day, gray scale day, dress like mom and dad day, etc.

4. Board of Education Committee Reports
 - a. Finance – Alison Romkey reported budget expenditures are at 32% which represents a uniform amount in comparison to past years. Approval was requested for a transfer of \$34,784 from pension to salary and is not an additional expense, but simply a change of funds placement. A **motion** to approve the transfer as noted was presented by Alison Romkey, 2nd by Scott Rich; MUP. Superintendent Heckt also noted that the BOE is undergoing the annual ED001 audit and as a result, there will be an entry reclassification in the ledger for July retirement contributions of approximately \$62K to be reclassified into FY 2014-2015. This will put us in compliance with Generally Acceptable Accounting Principles (GAAP) and the new accounting software will allow us to properly capture retirement contributions made in July for prior FY entry. This transfer, however, is not reflected in the monthly Finance report. Both the Town Administrator and Finance Board Chair were made aware of this audit recommendation. A **motion** was presented by Andrew Broneill to reclassify in the ledger the retirement contribution funds into FY 14-15, 2nd by Scott Rich; MUP.
 - b. CAPA – Scott Rich reported the subcommittee (he and Andrew Broneill) met with Superintendent Heckt and Director of Operations, Ray Boyd, to review the FY 2017 CAPA plan and made note of the fact that it may be possible to partially fund the BCS Carpet/Asbestos Abatement project with monies from the recently approved Town bond project. A **motion** to approve the FY 2017 CAPA Plan was presented by Andrew Broneill, 2nd by Scott Rich; MUP.
5. Community Meeting Reports / Board of Education – Alison Romkey reported that she attended the monthly CREC Council meeting and that Executive Director, Bruce Douglas, will be retiring. Kate Gallé reported that Superintendent Heckt spoke at the PTA meeting with information on the “how, when, and why” of snow days. The next PTA meeting is February 1st.
6. Superintendent of Schools Report
 - a. Budget Meetings – Superintendent Heckt called attention to the BOE Meeting Schedule provided with particular attention to the Budget meeting dates scheduled. She will present the 2016-2017 budget to the Board on January 28 at 6pm. The Board must approve the budget no later than February 18 to allow sufficient time for preparation to meet the March 15 deadline to deliver the BOE approved budget to the Town.
 - b. London Trip, April 2016 – Superintendent Heckt reported that in light of the recent terrorist attacks and the current Travel Alert which is effect until February 2016, she and other superintendents have been in conversation regarding cancelling trips abroad scheduled for this school year. Superintendent Heckt met with staff organizer, Mark Mishriky and Principal, Joe Maselli, and asked them to meet with all families following the attacks in Paris to have them purchase trip insurance which covered reimbursement of funds paid over \$500. All families purchased the insurance at that time. Superintendent Heckt stated that student safety must always be the first consideration and after much deliberation and with great disappointment, asked the Board to rescind their approval of the London trip scheduled for April 2016. She further went on to explain that she was able to negotiate a full return of all monies paid to date and a transferrable voucher for the \$225 cost of the trip insurance, resulting in no loss of money to any of the Bolton families who had signed up. A

motion to rescind the approval of the London, April 2016 trip was presented by Kate Gallé, 2nd by Julie Begin; motion passed 6-0 with Andrew Broneill abstaining. Kate Gallé thanked Superintendent Heckt for her diligence in not only protecting the safety of our students, but also the financial welfare of the families involved. She also noted that there could be a liability issue if the school was to travel during an alert. Andrew Broneill asked Superintendent Heckt what the recommendation of the trip organizer was and she indicated that he fully understood our cancellation action and that other schools had done the same.

Superintendent Heckt also went on to introduce her administrative team to the new Board members; Kusal Huynh, Director of Business and Finance, Sarah Malinoski, Director of Instr. Tech. and Curriculum; Joe Maselli, BHS Principal; Christine Johnson, Dean of Students; Mary Grande, BCS Principal and Ray Boyd, Director of Operations.

G. Unfinished Business

1. Second Read Policies

- a. 1411 – Relations With Law Enforcement – A motion to approve the policy was presented by Andrew Broneill, 2nd by Kate Gallé; motion passed 6-1 with Alison Romkey voting opposed.
- b. 5141.4 – Reporting Child Abuse – A motion to approve the policy was presented by Kate Gallé, 2nd by Alison Romkey; MUP.

2. Request for Naming of Space – Superintendent Heckt recommended that this be tabled for a retreat meeting. It was suggested that this topic be sent to the Policy Subcommittee first and to have their recommendations presented at the retreat for discussion. The Board agreed. After discussion, it was agreed this item would be sent to Policy Subcommittee

H. New Business

1. Italy Trip – Superintendent Heckt presented information on behalf of staff member Paul Giblin for Board approval of a trip to Italy in April 2017. Scott Rich suggested that some sort of reimbursement clause addressing Travel Alerts could be negotiated contractually for future trips and that will be passed on. A motion to approve the trip to Italy in April 2017 was presented by Alison Romkey, 2nd by Stacy Reed; MUP.
2. BOE Subcommittee Assignments – Superintendent Heckt noted that most assignments were based on member requests and Chair Krueger asked to be contacted if there are any issues with the assignments.

I. Future Business

1. Procedures on Amending Minutes – Superintendent Heckt would like to have Nick Caruso from CAFE come and address this at a retreat meeting and the Board members were asked to pass along additional items for topics to the Superintendent.

- J. Adjournment – A motion to adjourn was presented by Alison Romkey, 2nd by Andrew Broneill; MUP. The meeting was adjourned at 7:25 PM.

Respectfully submitted,

Lori Boyd
Board Clerk

