

**Canaan Board of Education
Minutes of the Special Meeting
Tuesday, May 8th, 2018 at 6:00 PM
Lee H Kellogg School, Falls Village, CT**

Members in attendance: Patricia Mechare, Chair; Theresa Graney; Adam Sher; Karen Lindquist; James March

Also In attendance: Principal Alexandra Juch; Assistant Superintendent Lisa Carter; LHK staff member, Christine Dakers; LHK faculty members Paula Rogers and Joseph Markow; Thea Habersetzer; Cathy Mechare, videographer; Kristen Panzer, secretary

Chair Mechare called the meeting to order at 6:00 PM

K Lindquist made a motion to approve the agenda as presented, seconded by T Graney. All were in favor

Board of Education recognition: The Board of Ed recognized LHK para professional, Christine Dakers, for her service and contributions to LHK. On behalf of the entire faculty Paula Rogers read a tribute to Christine. The Board presented Christine with a token of their appreciation (a pin) and a copy of the tribute from the faculty. Mrs. Dakers then exited the meeting at 6:10pm.

Focus on student learning: LHK Faculty was unavailable for this presentation and are rescheduling

K Lindquist made a motion to approve the minutes of the April 3rd meeting, seconded by T Graney. All were in favor.

There was no public comment.

There was a letter to the Board. Chair Mechare asked to move discussion of the letter to later in the meeting under New Business, teacher resignation. The Board was in agreement.

Chair Mechare gave the Region One Representative report. She reminded all in attendance that the budget vote was taking place that night and to please vote. Ms. Mechare updated the Board on the foreign exchange program at the High School and on the trip to Europe being planned for 2019.

Chair Mechare gave the ABC Committee report. The ABC Committee continues its work on the Superintendent job description. Canaan BOE members had opportunity to review the draft job description. Discussion ensued. The BOE had issue with giving authority to the Superintendent to "implement the budget" and wanted that reworded. The BOE also wanted it to be clear that while the job description states the ABC committee would evaluate the Superintendent, the details of the evaluation process are spelled out in the Joint Employment Agreement. The BOE would like Chair Mechare to present their concerns about the Job Description document to the ABC Committee for revision.

Next, the Board discussed other language in the Superintendent Job Description that refers to the Superintendent as CEO of the Board. The Board had concerns about this terminology; however, this language is taken from State Education Law and as such will not be revised despite its ambiguity.

The Board was in agreement that “she/he” and “his/her” language was cumbersome and dated and all such references should be simplified to “their.”

Principal Search update: Chair Mechare asked to move this item to executive session and all were in agreement.

Board of Education Goals: The Board will meet with CBE consultant Nick Caruso in July to develop goals. In preparation, Board members agreed they would familiarize themselves with Kellogg’s Strategic Plan which will be the basis of those goals.

2018-2019 Spending plan: Chair Mechare reported that the Board of Finance agreed to put the proposed spending plan out to the public for approval. The vote will take place May 22nd at LHK in the All-Purpose Room. Chair Mechare asked the Board to get the word out about the vote.

Lawn bid update: In the first round of bids there was a tie between Kris Quinion and Josh Allyn. Both were invited to re-bid. Kris Quinion submitted the lower bid. Chair Mechare suggested to the board that the contract contain language about evaluating the work of the lawn maintenance company and allow the Board to revoke the contract in event the work is unsatisfactory. The Board was in agreement with this. Chair Mechare will follow up on this.

K Lindquist made a motion that the Board accept Kris Quinion’s bid for lawn services. T Graney seconded. All were in favor.

Principal job description. At this point it was noted that Board members did not have copies of the draft job description pushed out from Central Office as the document had not gone through the secretary and was not included in the Board Packets. The secretary exited the meeting in order to print and copy the job description and Assistant Superintendent Lisa Carter took notes.

Teacher resignation. Chair Mechare read a letter of resignation to the Board from faculty member Jac Cohn. J March made a motion that the Board accept Ms. Cohn’s resignation, seconded by K Lindquist. Discussion: Board member Sher wanted to hear how the resignation had transpired. Chair Mechare stated it was a personal decision on the part of Ms. Cohn.

In favor of accepting Ms. Cohn’s resignation: Mechare, Graney, Lindquist, March
Abstaining: Sher
The motion carried.

Chair Mechare read a letter to the Board from a parent regarding the resignation.

The secretary returned to the meeting.

Narcan policy: It is the goal of the Superintendent that a region wide Narcan policy be in place by start of 18-19 school year. All faculty will have to be trained on Narcan administration. This will be addressed in an upcoming Professional Development opportunity.

Board member Sher asked to return to discussion of teacher resignation. He questioned the impact on the 19-19 budget. Chair Mechare stated none as the position will be filled. Sher wanted to discuss the particulars of the resignation further but Chair Mechare stated it was only up to the board to accept the resignation or not. There was no further discussion.

The Principal Job Description draft was distributed and the discussion was taken up again. There is a push from the Superintendent's office that principal job description language be uniform across the 6 k8 schools. The Board wondered if it is an internal document. It was pointed out that it is a standard for evaluation a principal's job performance against. The Board was not willing to rush to adopt the document without adequate time to review and consider it especially when the Board was on the verge of hiring a new principal. One Board member said they needed to review the document and make sure it was consistent with the job description they had discussed with the Principal finalist. Chair Mechare proposed adding language reflecting the uniqueness of Kellogg School. The Board agreed to table this discussion until a later date when all had time to review the draft description.

The Interim Principal presented her report including: Professional development with Freeman Stein; Joseph Markow training on new science standards; two Kellogg students invited to compete at National Science Fair; SBAC testing; trash free lunch initiative by 7th graders
The Assistant Superintendent presented her report including: success of new EL program; career program; grading practices.
Chair Mechare reviewed the Superintendent report, in Dr. Vogel's absence.

K Lindquist made a motion to accept the financial reports. Seconded by A Sher. All were in favor.
There was no B&G report
There was no public comment
K Lindquist made a motion to enter into executive session for the purpose of Principal contract and personnel discussion, inviting in Lisa Carter. T Graney seconded. All were in favor.

At 8:33 the Board returned to public session. Upon the recommendation of Superintendent Vogel K Lindquist made a motion to hire Alexandra Juch as LHK Principal for a period of three years at a salary of 101,000 with a 205 day work year. A Sher seconded and all were in favor. On behalf of the Board Chair Mechare spoke of the work of the Principal Search Committee and congratulated Ms. Juch.

J March made a motion to adjourn, seconded by K Lindquist. All were in favor and the meeting adjourned at 8:39.

Respectfully submitted,

Kristen Panzer

