

The Bolton Board of Education held its regularly scheduled business meeting on January 10, 2013. Karen Bergin called the meeting to order at 6:30 PM with the following board members in attendance: Matthew Giuffre, John Hambrook, Rich Hayes, Trace Maulucci, Joe Muro and Ron Rousseau. Superintendent Kristin Heckt and BHS Student Representative Bill Whedon were also present. Student Representative Zoe Ounpuu-Adams was unable to attend.

- A. Call to Order – The meeting was called to order at 6:30 PM by Chair Karen Bergin.
- B. Celebration of Excellence – Employee of the Month Tom Riddlesworth, Grade 5 Bolton Center School Student Achiever Allison Bradley and Bolton High School Student Achievers Natalie Maynard and Allison Weigle were recognized.
- C. Comments from the Audience – none.
- D. Additions to Agenda – an Executive Session was requested by Superintendent Heckt.
- E. Routine Business Items
 1. Communications to Board Members – Karen Bergin noted she received an email from the Board of Finance that will be addressed by Mrs. Heckt in her report.
 2. Approval of Minutes – A motion to approve the December 13, 2012 minutes was Presented by John Hambrook, 2nd by Joe Muro. After some discussion, the motion was approved; MUP.
 3. Board of Education Committee Reports
 - a. Curriculum – John Hambrook reported the committee held a special meeting with K-12 representatives and approved moving the new math program to the board for review. The committee is scheduled to meet again on February 6th.
 - b. Transportation – Trace Maulucci reported the committee met on December 21st to review First Student’s safety procedures and to discuss improved scheduling for spring sports transportation. Both BHS and BCS will provide their spring schedules to First Student as soon as they are available.
 - c. Personnel – the committee met on January 10th.
 4. Community Meeting Reports/Board of Education – Rich Hayes reported on the PTA Meeting held on January 7th. Kindergarten registration will be held from February 11th through March 1st (this is earlier than the past year’s April dates). BCS will be participating in the Rachel’s Challenge program whose goal is “to promote a kinder, more compassionate school culture.” Superintendent Heckt and State Department of Education representative, Dr. Roberge-Wentzell, presented information on the Common Core State Standards.
 5. BHS Student Representatives Report – Bill Whedon provided information on the Political Assembly group’s Dinner for Democracy, the Student Council’s visit to Newtown, CT, visits from BHS alumni to talk to students about “college life”, Eastern Region concert at the Bushnell and also provided an overview of the winter sports. Bill also advised us of his acceptance to Duke University.

6. Administrators Reports – Clarification was provided by Mr. Maselli that the College Board provides the AP rating that was noted in the BHS report.
7. Superintendent of Schools Report
 - a. School Safety – Mrs. Heckt reported that she has made arrangements with State Trooper Ron Turner to perform a security walk-through and review of emergency procedures, as well as an examination of the daily student arrival and dismissal routines. Trooper Turner has attended a two-week training by Homeland Security on building safety. Information from his observations will be forwarded to the District Safety Council for review. The particulars of who will accompany Trooper Turner on the walk-through of the buildings have not yet been worked out.
 - b. Board of Finance Request – Karen Bergin asked Board of Finance Chair Robert Munroe to state his request. The Board of Finance is requesting the Board of Education to provide them with a notification form of line item transfers. After discussion on the particulars of the request, the Board of Education agreed to provide information to the Board of Finance on line item transfers of \$10,000 or more. Karen asked for a motion to approve notifying the Board of Finance of all line item transfers of \$10,000 or more; motion was presented by Trace Maulucci, 2nd by Joe Muro; MUP.
 - c. 2013-2014 School Calendar – Superintendent Heckt presented two drafts of the proposed 2013-2014 School Calendar. Both drafts incorporate an additional eight shortened school days for Professional Development. Draft 1 would allow for a 90-minute delay on those days and Draft 2 would allow for an early dismissal. Mrs. Heckt provided information on the rationale for the days selected that did not include March and April as they are student testing months. In addition, the previous superintendent had an understanding with staff and families to hold April vacation intact and Mrs. Heckt intends to honor that past practice with the caveat that extreme weather conditions may warrant using that week for make-up days, but would only happen due to exceptional weather circumstances. Her preference is Draft 2, Early Dismissal, as it provides the most PD hours to staff. At the request of Karen Bergin, the two drafts will be posted on our website with a request for parent feedback. The results of that will be reported to the board prior to the scheduled February meeting on Wednesday, February 13, 2013.
 - d. 2013-2014 Budget Proposal – Superintendent Heckt presented her Power Point on the 2013-2014 budget proposal of a 6.64% increase representing \$851K increase over last year. In response to questions raised, Mrs. Heckt stated that the new student Columbia “commitment date” should be coming up in approximately 6 weeks. There have been significant measures taken to attract the Columbia students in the forms of presentations, family mailings, an open house and student shadowing opportunities. Additionally, Mrs. Heckt is in conversation with Columbia Superintendent Francine Coss and Bolton’s Administrative Officer Joyce Stille to re-open discussions on a joint town collaboration with Ovation Benefits.

- F. Unfinished and On-Going Business
1. Content of Minutes – Superintendent Heckt asked the board for clarity on the intent of the topic. Rich Hayes stated a review of what is required vs. what is recorded would be helpful. The topic was tabled for the next board retreat and will be moved to Future Business.
 2. 2nd Read Policies – John Hambrook presented a motion to approve Policy 4131 – Personnel – Certified-Staff Development for approval; 2nd by Matt Giuffre. After discussion on whether Cardio and CPR are required or optional, it was agreed the Policy Subcommittee would determine the proper category for this item, whether it is required or optional, and forward to the Superintendent for publication. The motion was withdrawn. A new motion was presented by John Hambrook to approve this policy as submitted after the Policy Subcommittee’s review, 2nd by Matt Giuffre; MUP. John Hambrook presented Policy 6142.101 – Instruction – Student Nutrition and Physical Activity (School Wellness) for approval. Matt Giuffre suggested the language “and fundraiser” be removed. John Hambrook presented a motion to approve the policy with the amended removal of the “and fundraiser” language, 2nd by Matt Giuffre; MUP.
- G. New Business
1. BOE Subcommittees – Karen Bergin asked board members to email her with their suggestions/preferences by the 1st of February.
- H. Future Business
1. Review of Bylaws – John Hambrook noted the Bylaws will be addressed at the Next Policy Subcommittee meeting.
- I. Meeting Review
- J. Adjournment – Karen Bergin asked for a motion to adjourn to Executive Session. John Hambrook put forth the motion, 2nd by Joe Muro. The board went into Executive Session at 8:10 to discuss a personnel matter. The Executive Session ended at 8:35.

Respectfully submitted,

Lori Boyd
Board Clerk