

# ***D-R-A-F-T***

**Study Committee Regarding the Dissolution of Regional School District #11  
Minutes of Meeting  
July 10, 2008  
Parish Hill Middle/High School  
Chaplin, CT.**

**1. Call to Order**

**Chairman Stearns called the meeting to order at 7:07 p.m.**

**2. Roll Call of Committee**

Present: Clark Stearns, Melanie Johnston, Gale Lockland, Richard Weingart, Marion Taylor, Dov Kugelmass, Ronald Harris, and Douglas Gillette. Absent: Howard Rifkin, State Treasurer's Office, Catherine Wade, PHHS Representative to replace Dr. Bruckerhoff

**3. Public Participation**

No commentary.

**4. Written Communications to the Committee**

None.

**5. Additions to Agenda**

None.

**6. Secretary's Report:**

**a. Orders of the Day**

Secretary Lockland reviewed agenda items.

**b. Review of Minutes 6-12-08**

**Motion: Doug Gillette, seconded by Melanie Johnston, to approve the minutes of 6-12-08. Motion carried unanimously.**

**7. Treasurer's Report**

**a. Payment of Committee Expenses**

The town of Scotland will pay the expenses of the Committee upfront and bill the Town of Chaplin for their share.

**8. Reports of Standing Committees**

None.

**9. Reports of Select Committees**

**a. Contact Information for Local Schools**

Melanie Johnston presented contact lists for local schools.

This select committee has completed its charge.

**b. Capacity Analysis, Tuition Rates, Course Catalogs**

Gale Lockland presented a noninvasive capacity analysis of eleven local schools based upon the enrollments reported on Strategic School Profiles

for the past 5 years. Overall, the 11 schools are at 96% of their 5-year high rate of enrollment which amounts to a difference of 424 students.

Marion Taylor suggested that the same analysis be extended to the junior high schools in the area.

Tuition rates and course catalogs are still being obtained.

**c. Per Pupil Expenditures (PPE)**

Melanie Johnston presented information on per pupil expenditures for small schools (enrollment < 835), 7-12 schools, DRG F schools and a historical perspective of PHHS PPE.

There was some discussion about PHHS's classification as DRG F as Scotland, Hampton and Chaplin are all in DRG E. Ron Harris agreed to contact the State DOE to obtain some explanation of how this was determined.

**d. Financial Issues: Assets/ Liabilities/ Obligations**

Doug Gillette and Dick Weingart have reviewed the Region's last financials which are now nearly a year old. Any further review will await the closing of this year's financial transactions and audit.

Doug Gillette will contact the Region's Superintendent in order to get an estimate of exit costs with respect to employee contracts in the event of dissolution of the Region.

Dick Weingart will obtain and review the Region's Labor contracts.

**e. Communication Plan for the Committee**

Melanie Johnston presented a Communication Plan for the Committee created by her and Clark Stearns. WINCOG will be offering technical assistance in the creation of a website. The site is anticipated to be available for review by Committee members within a week and to be up and running by the close of July. The website address will be [www.d11dissolutionstudy.org](http://www.d11dissolutionstudy.org). Links will be established from each Town site. All materials created or reviewed by the Committee will be available on-line through this site. Other means of communicating the work of the Committee include local newspaper articles, promoting the website, informational handouts and public forums. Agendas and minutes will be available on the website as well as the town halls and other potential sites.

Melanie Johnston will notify Committee members when the site is ready for review.

**10. Unfinished Business**

**a. Considerations/Recommendations for Approaches to Study**

Ron Harris has compiled a list of issues raised by the Committee. The list will be distributed to all Committee members for review next meeting.

Gale Lockland raised a concern about the Committee's focus appearing to be contingencies for closing PHHS, though dissolution of the Region does not necessitate closing PHHS only changing the governance. It was suggested that as much time be put into this option as any other.

Dov Kugelmass believes that a meeting needs to occur between the 3 local BOEs in order to address common needs and to promote understanding of the dissolution process as an option.

**c. Letters to Elementary Boards of Education**

Some Committee members felt that this should be done sooner rather than later as there is great variability among the 3 BOEs as to their preparation and planning. The composition of this letter will be a primary task for the next Committee meeting.

**11. New Business**

**12. Next Meeting Date: July 24<sup>th</sup> 7pm PHHS Library**

**13. Public Participation**

While there was no public present and thus no commentary, Dick Weingart raised the issue of limiting remarks in terms of time and content. It was the consensus of the Committee that only the 2<sup>nd</sup> Public Participation would be limited to topics on the agenda. The time will be limited at the discretion of the Chairman in consideration of equal opportunity and the lateness of the hour.

**14. Adjournment**

**Motion: Melanie Johnston, seconded by Doug Gilette, to adjourn at 9:24 p.m. passed unanimously**

Respectfully prepared and submitted,  
Gale Lockland, PhD  
Secretary of the Committee