

Scotland Board of Education, Regular Meeting, Agenda

Date: March 5, 2024

Start Time: 7:00 pm

Location: School Cafeteria w/ZOOM Link

Liaison Assignments 2024- Curriculum & Instruction- Kaitlyn Shafer & Beth Troeger; Infrastructure, Health & Safety- Clark Stearns; Community Relations, Spec Programs- Lisa LaBelle; Finance- Clark Stearns; Technology- Gracie Martin; EASTCONN- Lisa LaBelle; School Readiness- Brittany Santiago & Kaitlyn Shafer; Policy- Brittany Santiago; Regional Issues- Cassidy Martin

Agenda Item	Notes
1. Call to Order /Pledge of Allegiance	
2. Comments from the Public	
3. Communications to the Board	
4. Approval of Minutes <ul style="list-style-type: none"> • Regular Meeting of February 6, 2024 	
5. Opportunity to Add or Delete Agenda Items	<i>Additions to the agenda may be considered at a regular BOE meeting upon a 2/3 vote of those members present and voting, per state statute</i>
6. Celebrations: BOE Appreciation Month	
7. Reports <ul style="list-style-type: none"> A. Chairperson's Oral Report B. Superintendent's Report – preliminary budget, contract update, insurance C. Principal's Report – website update D. Special Education Report E. Financial Report and audit updates F. PTO G. Shared Services updates H. Liaison Reports including Readiness Council 	
8. <u>Board Business</u> <ul style="list-style-type: none"> A. Item: 24/25 SY BOE Budget Action: Discussion & Possible Action 	
9. Old Business updates: Newsletter	
10. Comments from the Public on Agenda Items	
11. Other Action Items	
12. Upcoming Meetings <ul style="list-style-type: none"> • Regular Board Meeting April 2, 2024 • Items for Next Meeting and Assignments: Advancement of Budget; Policies updates 	
13. Adjournment	

Persons requiring interpreters or related services call 860-423-0064 at least three (3) business days before the meeting.

Members of the public may address an issue on the agenda. The board may, at its discretion, limit the amount of time you will be allowed to speak. If you wish to speak on an item not listed on the agenda, you may do so at the end of the meeting during the Audience for Citizens.

Scotland Elementary School's Non-Discrimination Statement:

Scotland Elementary School is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, age, disability, religion, sexual orientation, marital status, ancestry, genetic information, veteran status, gender identity or expression or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Each student is encouraged to develop and achieve individual educational goals. SES will provide every student with equal educational opportunities. No student will be excluded on such basis from participating in or having access to any course offerings, student athletics, counseling services, employment assistance, extracurricular activities or other school resources. Inquiries regarding Scotland School's nondiscrimination policies should be directed to the Building Title IX coordinator, Chelsea Alejandro, Scotland Elementary School, PO Box 97, Scotland, CT 06264, (860) 423-0064, the District Coordinator, Ms. Bruneau, or the Office for Civil Rights.

Zoom US is inviting you to a scheduled Zoom meeting.

Topic: BOE regular 3-5-24

Time: Mar 5, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/5061158586?pwd=Wi9RVWduam81YzV0bXpDcUNqRkZBUT09&omn=83721164189>

Meeting ID: 506 115 8586

Passcode: Scotland

One tap mobile

+13017158592,,5061158586#,,,,*44192356# US (Washington DC)

+13052241968,,5061158586#,,,,*44192356# US

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- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US

Meeting ID: 506 115 8586

Passcode: 44192356

Find your local number: <https://us06web.zoom.us/j/kcFnLU6UsH>

2023-2024 General Fund

March 2024 Update

- **Salaries (51110-51901)**
 - Salary accounts include certified and non-certified positions. The total budget for all salary accounts for fiscal year 2024 is \$1,549,016 which is about 65% of the total budget. March's forecast reflects a deficit of (\$31,177.38). This deficit includes a forecasted expenditure in our Substitute accounts.
- **Benefits (52100-52700)**
 - Benefit accounts include Health Insurance, Employer Payroll Taxes (FICA/Med), Tuition Reimbursement, Unemployment Compensation, and Workers' Compensation. The total budget in these object codes for fiscal year 2024 is \$204,650 this accounts for 8% of the total budget. The forecast for March's update reflects an unreserved balance of \$16,816.81.
- **Professional Services (53020-53400)**
 - Professional Services include legal fees, testing services, in-service, field trips, and audit services. The total budget for professional services is \$246,665 which is about 10% of the total budget. Currently we are forecasting an unreserved balance of \$4,194.64.
- **Property Services (54300-54400)**
 - Property Services include repairs and maintenance, software, and rentals. The total budget for these object codes is \$50,275 which is about 2% of the total budget. For March we continue to forecast that these accounts will be fully spent. This could change as we move forward through the year, specifically in the Repairs & Maintenance account.
- **Purchased Services (55100-55910)**
 - Purchased service accounts include pupil transportation, property & liability insurance, communications (telephone services), postage, advertising, printing services, tuition, and travel. These accounts make up 9% of the total budget at \$214,555. Our March forecast reflects an unreserved balance of \$10,684.94.
- **Supplies (56010-56410)**
 - Supply accounts include general supplies, instructional supplies, maintenance supplies, and operations supplies (electricity, heating fuel, and gasoline), and textbooks. Overall these object codes make up 4% of the budget with a total budgeted amount of \$92,786. For March we are forecasting an anticipated unreserved balance of \$2,460.59. This could change depending on the heating needs through the winter, the fuel cost for transportation, and the needs of the school in regards to general and instructional supplies.
- **Equipment (57300)**
 - Equipment is budgeted at \$3,500 and is mostly related to technology. Currently we are forecasting an unreserved balance of \$2,863.66.
- **Dues & Fees (58100-58900)**
 - Dues and fees / other expenditure accounts are budgeted at \$3,550. Dues and fees accounts include (but are not limited to) memberships to professional organizations such as CABE, CAPPs, and CAS; RESC memberships for EASTCONN. For March we are forecasting a small unreserved balance of \$115.46.

For Fiscal Year 2024, our total spend to date is \$1,612,187.85 which is 58.37% of our total budget of \$2,364,997.

