

*Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.*

**SCOTLAND BOARD OF EDUCATION**  
**Scotland, Connecticut**  
**Virtual Meeting Minutes**  
**April 7, 2020**

Chairperson Brynn Lipstreu called the virtual meeting to order at 7:00 PM. Present were Board members Sherry Smardon, Steven Kurcinik, Cassidy Martin, Scott Sears, Rod Perry and Bill Trudelle. Administrators present were Superintendent Dr. Frank Baran, Principal Dr. Catherine Pinsonneault and Finance Coordinator Tim Smith.

**2. WRITTEN COMMUNICATIONS:** None

**3. ADDITIONS TO AGENDA – ADDITIONAL BUSINESS MAY BE CONSIDERED AT A REGULAR MEETING UPON A 2/3 VOTE OF THOSE MEMBERS OF THE BOARD PRESENT AND VOTING, PER STATE STATUTE:**  
*#1-19/20 Motion to add to agenda, Staffing Update as Item #7C, was made by Sherry Smardon, seconded by Rod Perry and carried unanimously.*

**4. APPROVAL OF MINUTES:**

*#2-19/20 Motion to approve the March 3, 2020 regular meeting minutes, was made by Steve Kurcinik, seconded by Sherry Smardon and carried unanimously.*

*#3-19/20 Motion to approve the March 13, 2020 emergency meeting minutes, was made by Sherry Smardon, seconded by Bill Trudelle and carried unanimously.*

*#4-19/20 Motion to approve the March 17, 2020 special meeting minutes, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.*

**5. FINANCE COORDINATOR REPORT:**

**A. Financial Report:**

The Financial Reports were reviewed. Sherry Smardon asked about any funds left over in the budget for this year. Tim Smith reported that salaries continue to be paid and the use of less electricity and heating oil will be a benefit. An update will be available in a month or so.

**B. Approval of Financial Statement:**

*#5-19/20 Motion to approve the Financial Statement dated April 2, 2020, was made by Steve Kurcinik, seconded by Sherry Smardon and carried unanimously.*

**6. SUPERINTENDENT REPORT:**

**A. 2019-2020 Calendar Update:**

The Governor has closed schools through April 20<sup>th</sup> and may adjust that proclamation. A conference call is scheduled with the Commissioner on April 9<sup>th</sup>. Dr. Baran will notify the Board of any changes.

**B. Food Service Update:**

Beginning March 16 through today, 1,211 breakfasts and 1,211 lunches were passed out with parent pickup on Mondays, Wednesdays and Fridays. Scotland Elementary is designated as a Regional Distribution Center for any child under age 18 who doesn't need to be Scotland resident. The notice is posted on the website and funds are not coming from the SES budget.

**C. Teacher Evaluation (TEVAL) Update:**

The Governor has suspended all Teacher Evaluations for the current school year and teachers will not be held accountable moving forward.

**D. Bus Contract Status:**

Dr. Baran reported the contract is being honored with Savino Transportation as long as he is committed to keeping his employees on the payroll and won't lay them off. Cassidy Martin suggested following Parish Hill who is not paying the bus contract due to drivers not being paid (there are small business loans available to cover the costs). Brynn Lipstreu reported that CAFE suggests readjusting the contract and working with the bus company. The Board consensus was for the Superintendent to contact the First Selectman and Savino Transportation to verify that employees are being kept on the payroll and obtain verification in writing.

**E. Distance Learning Status:**

The staff is working extremely hard and collaborating to help with instruction for the students. Daily posting of assignments was changed from daily to weekly due to overwhelming concerns from parents. Teachers are also posting office hours outside of the Google Classroom for any questions. Parents have expressed concerns with scheduling and having to go to multiple sites for parents with multiple children at home. Bill Trudelle expressed concerns with having to go to 24 classrooms for his three kids. He reported that other districts have one classroom per child with specials included and asked about what to do if you can't make a class. Brynn Lipstreu expressed concerns with 4<sup>th</sup> Quarter Grading for required work and supplemental work done at home and posting to Power School. Dr. Baran reported that the concerns will be addressed at a staff video conference this Thursday.

**F. Other:**

Green Skies has been purchased by an outside conglomerate. No official notice has been received to date. Dr. Baran will follow up and obtain verification in writing for procedures to move forward. Billing is not expected to change.

**7. NEW BUSINESS:**

**A. First Read Draft Communication Plan:**

The draft Communication Plan was sent to Nick Caruso from CAFE with no feedback received to date. Brynn Lipstreu will follow up with Mr. Caruso. The plan will be presented at the next meeting for a second read.

**B. Non-Renewal Non-Tenured Teachers (Action Anticipated):**

Dr. Baran reported that per recommendation from Board Attorney Sommaruga, an email and hard copy letter will be sent to Non-Tenured teachers Elizabeth Tucker and Chelsea Hebert for Non-Renewal of their contract for the FY 2020-21 school year.

***#6-19/20 Motion for Non-Renewal of contracts for the FY 2020-21 school year for Non-Tenured teachers Elizabeth Tucker and Chelsea Hebert, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

**C. Staffing Update:**

Sherry Smardon asked how the administration is handling the reduction of the 5<sup>th</sup> grade teacher due to an extended medical leave. Dr. Baran reported that two teachers (one grade below and one grade above) have volunteered to fill in for this teacher. Sherry Smardon suggested Dr. Baran and Dr. Pinsonneault (who has experience as a grade level teacher) develop a Plan B to not over stress the two teachers that have volunteered to help and to give the students the attention and support they need at their grade level.

**8. OLD BUSINESS:**

**A. Second read Policies (5114 Suspension and Expulsion/Due Process & 5144.4 Physical Exercise and Discipline of Students:**

***#7-19/20 Motion to approve Policy #5114 - Suspension and Expulsion/Due Process and Policy #5144.4 - Physical Exercise and Discipline of Students, was made by Steve Kurcinik, seconded by Sherry Smardon and carried unanimously.***

**B. BOE Communication Plan: Covered already**

**9. NEXT STEP HOMEWORK ASSIGNMENTS:**

- Board to review Communication Plan and email any feedback to Sherry Smardon
- Brynn Lipstreu to follow up with Nick Caruso at CABE regarding the Communication Plan
- Dr. Baran and Dr. Pinsonneault will work on Plan B moving forward for the 5<sup>th</sup> grade
- Dr. Baran will obtain update on bus contract and Green Skies

**10. NEXT MEETING AGENDA ITEMS:**

- Second Read Communication Plan
- Bus Contract Update
- Green Skies Update
- Distance Learning Status
- FY 2020-21 Special Budget Meeting

**11. ADJOURNMENT:**

***#8-19/20 Motion to adjourn (7:43 PM) was made Sherry Smardon, seconded by Cassidy Martin and carried unanimously.***

***Respectfully submitted by Kathleen Scott  
Recording Clerk***