

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
Meeting Minutes
January 7, 2020

Chairperson Brynn Lipstreu called the meeting to order at 7:01 PM. Present were Board members Sherry Smardon, Cassidy Martin, Scott Sears and Rod Perry. Administrators present were Superintendent Dr. Francis Baran, Principal Dr. Catherine Pinsonneault and Finance Coordinator Tim Smith. Unable to attend was Board member Steve Kurcinik.

2. FILL BOE VACANCY (ACTION ANTICIPATED):

William Trudelle expressed interest in serving on the Board.

#1-19/20 Motion to appoint William Trudelle to the Scotland Board of Education, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously by paper ballot.

3. REORGANIZATION OF COMMITTEE ASSIGNMENTS:

CABE/EASTCONN – Rod Perry

Readiness Council – Scott Sears

Policies Committee – Steve Kurcinik, Rod Perry

Personnel Committee – as needed

Technology Committee – Steve Kurcinik

Communications Committee - Sherry Smardon, Cassidy Martin, Bill Trudelle

4. PLEDGE OF ALLEGIANCE:

The Board recited the Pledge of Allegiance.

5. CELEBRATIONS/RECOGNITIONS:

- Thanks to the Friends of SES for their successful “Kids Go Shopping” event on December 9th.
- A very successful Winter Concert was held on December 12th.
- The Parish Hill Music Department provided a very nice assembly on December 13th.
- Thanks to all the staff for their work preparing for the PreK and Kindergarten NAYEAC Accreditation that was approved and is good for 5 years.

6. WRITTEN COMMUNICATIONS:

- An email was received from Anne Stearns thanking the Board for the card for the cookies.
- A notice was received from the Board Attorney regarding review and increase of billing rates. Sherry Smardon asked that the increase go into effect July 1st to prepare for the budget.

7. COMMUNICATION WITH THE AUDIENCE: None

8. APPROVAL OF MINUTES:

#2-19/20 Motion to approve the regular meeting minutes of December 3, 2019, was made by Sherry Sardon, seconded by Scott Sears and carried unanimously.

#3-19/20 Motion to approve the Board Social minutes of December 3, 2019, was made by Sherry Sardon, seconded by Scott Sears and carried unanimously.

9. FINANCE COORDINATOR REPORT:

A. Financial Report:

The Financial Reports were reviewed. The equipment costs within Technology are for the purchase of Chromebooks that will be offset by Title I and Title II grant funds. The Audit is pending information from the School Readiness Grant.

B. Approval of Financial Statement:

#4-19/20 Motion to approve the Financial Statement dated January 2, 2020, was made by Scott Sears, seconded by Sherry Sardon and carried unanimously.

10. SUPERINTENDENT REPORT:

A. 2019-2020 Budget Update:

Remove from the agenda as it is covered under the Finance Coordinator Report.

B. 2019-2020 Calendar Update:

There were 2 school cancellations (December 3rd and December 17th) and three 2-hour delay days (only affects the breakfast report). The last day for students is Tuesday, June 16th and Wednesday, June 17th for staff.

C. 2020-2021 Calendar timeline:

Dr. Baran is working with the Superintendents from Hampton and Chaplin to coordinate the Calendar. A draft Calendar will be presented at the February meeting.

D. Fire Inspection Report: No Report received to date.

E. Playground Report:

There were three major areas cited in the Playground Inspection. One item has been addressed already. There is a bearing that is wearing on the merry-go-round (not an immediate concern) that will be monitored. The mulch for the playground has been purchased and will be spread when weather permits.

F. Solar Panel Update:

The report from Green Skies was not received to date and will be emailed to the Board when received.

G. Lunch Program Update:

The December average for breakfast was 48 and 87 for lunch (has gradually increased). The favorite was Primo Pizza slice.

H. Budget Timeline:

A preliminary budget will be presented to the Board at the February meeting and may not include health insurance and heating oil that have a major impact on the budget. The budget is due to the Town Hall on May 2nd. The Public hearing will be held on May 7th. A final budget is due May 16th to be presented at the Town Meeting on May 21st.

I. Update on After School Grant:

The approved After School Grant is in place thanks to Dr. Pinsonneault and Mrs. Wright. There are 8 established Clubs (currently there is a waiting list) that will meet Monday – Thursday until 4:15 starting next week. A late bus will be provided. The Clubs include the following: Coding/Robotics, Lego, Muscle Up, Journaling, Creative Cooking, Arts & Crafts, Super Science and Behind the Scenes.

J. Teacher Evaluation (TEVAL) Update:

Meetings have been held with the staff to set goals and observations have begun.

K. Bus Propane Usage:

Propane use for December was 560.2 gal (down due to only 13 days with two cancellations). 2,991.7 gal have been used to date with an average of 13.48 gal per day. Bus #31 used 15.45 gal per day (the longest route). Bus #33 used 11.73 gal per day (the shortest route). Sherry Smardon asked for a written Propane Usage Report.

L. Other:

- A meeting was held with Superintendent Henrici on Vertical Teaming.
- Parish Hill will be using the SES gym on Martin Luther King Day due to a water main problem.

11. PRINCIPAL REPORT:

A. Professional Development Opportunities:

PMT recertification is required yearly with three seats available at a time. Six members of the staff have been recertified to date, which is held in Middletown. Sherry Smardon suggested collaborating with Hampton, Chaplin and Parish Hill to train a trainer to come to the school to recertify all the staff together.

B. Current Enrollment: Stayed the same.

C. Other:

- The Pig Race will be held on January 8th.
- After-school Clubs will start on January 13th.

12. FRIENDS OF SES REPORT:

December was a very busy month.

13. NEW BUSINESS:

A. Scotland First Selectman Gary Greenberg's perspective of the town of Scotland's financial status:

First Selectman Gary Greenberg could not attend tonight's meeting and will present to the Board at the February meeting.

B. Chorus overnight trip to Philadelphia (Action Anticipated):

The Board was presented with request from Mr. Coporale for an overnight trip to Philadelphia for the chorus. The trip is open to 4-6th grade students, parents and Board members. Fundraising will be held to offset the cost. Sherry Smardon commended the trip as a great opportunity for students and recommended opening up to Parish Hill Middle School students if there is not enough interest.
#5-19/20 Motion to approve Scotland Elementary Chorus overnight trip for Philadelphia Performance Tour on May 27th/28th, was approved by Sherry Smardon, seconded by Rod Perry and carried unanimously.

14. OLD BUSINESS:

A. Second read Policies (1331 Smoke Free Environment & 5118.1 Homeless Students):

There were no edits to the two policies.

#6-19/20 Motion to approve Policy 1331 Smoke Free Environment, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.

#7-19/20 Motion to approve Policy 5118.1 Homeless Students, was made by Sherry Smardon, seconded by Rod Perry and carried unanimously.

Sherry Smardon questioned the Policy number for the Homeless Students Policy. Dr. Baran will verify the correct Policy number.

B. School Climate Committee:

The Committee submitted their goals to Nick Caruso and will meet to discuss the goals and next steps.

C. Citizen's Advisory Committee:

Lisa LaBelle, Wendy Sears, Celine Sullivan and Brandy Blish are interested in serving on the Citizen's Advisory Committee. The Board will rotate with a representative for each meeting. A meeting will be scheduled to begin discussion on how to become more welcoming.

D. BOE Communication Plan:

A new Committee was established. Dr. Baran has reached out to CAFE and suggested contacting Nick Caruso.

15. COMMITTEE REPORTS:

A. Tri-Town BOE Meeting Update:

Brynn Lipstreu will determine the Chairs for the other Boards and reach out to schedule a Board Social.

B. CAFE/EASTCONN:

Rod Perry is scheduled to meet with the Director of EASTCONN.

C. Readiness Council Report:

The Committee hasn't met. The next meeting is scheduled for January 28th.

D. Policies Committee:

The January meeting will be rescheduled.

E. Personnel Committee: No Report

F. Technology Committee:

Mr. Lary provided the Committee with an extensive report on the status of the Chromebooks, new Computer Lab and server requirements. He also was commended for fixing an overheated server in a timely fashion with limited down time. Mr. Lary expressed concerns with security regarding discussion of transition from hard servers to the cloud.

16. SECOND AUDIENCE FOR CITIZENS: None

17. NEXT STEP HOMEWORK ASSIGNMENTS:

- Dr. Baran will email the Board the Propane Usage Report and Solar Panel Report, verify the Policy number for Homeless Students and follow up with the Board Attorney regarding rate increases.
- Brynn Lipstreu will notify the Town Clerk of new Board member Bill Trudelle, reach out to other Board Chairs for a Board Social, and reach out to the Citizen’s Advisory Council to schedule a meeting.

18. NEXT MEETING AGENDA ITEMS:

- Add Communications Committee
- Remove Personnel Committee

19. ADJOURNMENT:

#8-19/20 Motion to adjourn (8:08 PM) was made Sherry Smardon, seconded by Cassidy Martin and carried unanimously.

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