

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

**Regular Meeting Minutes**

November 4, 2025

Chair Cassidy Martin called the meeting to order at 6:30 PM. Board members present: Clark Stearns (online), Brittany Santiago, Beth Troeger, Gracie Martin, Lisa LaBelle. Administrators present: Superintendent Valerie Bruneau, Principal Ann Knowles, Special Ed Director Dawn Davis (online), Finance Coordinator Michele Demicco.

Board recited Pledge of Allegiance; Chair read Intro Statement.

**2. COMMENTS FROM THE PUBLIC:** None

**3. COMMUNICATIONS TO THE BOARD:** None

**4. APPROVAL OF MINUTES:**

- **Regular Meeting of September 2, 2025:**

*#1-25/26 Motion to approve September 2, 2025 regular meeting minutes, made by Lisa LaBelle, seconded by Gracie Martin and carried with abstention by Brittany Santiago.*

**5. OPPORTUNITY TO ADD OR DELETE AGENDA ITEMS:** None

**6. CELEBRATIONS:** Thanks to Brittany Santiago and Gracie Martin for their service on the Board.

**7. REPORTS:**

**A. Chairperson's Oral Report:** No Report

**B. Superintendent's Report – grant, facilities & legislative updates, enrollment projections:**

- Grants for this year put in except Afterschool Grant - came in half amount applied for (needs editing). Will do more family events - Open House w/pizza truck and pumpkin carving done so far.
- Presented draft Board Newsletter (includes profile of Michael and Jordan who will be joining the Board). Looking for 2 Board members to work with Deb for the January issue.
- LGP Early Start (7 towns with Parent Ambassador Tina Dubay from Scotland) – keeping up with meetings, October 4<sup>th</sup> Wellness Fair went well, EASTCONN visited to look at program - invite Tina Dubay to next meeting.
- LPC Local Prevention Council – SERAC can assist with programs (funds available) that focus on prevention and getting stakeholders together to discuss Policies, what to add to Wellness Fair, Parish Hill's relationship with the towns, DARE program. Brochures and promotional items available.
- Energy Audit done in partnership with Eversource for energy savings with lighting, pipe wrapping, aeration (faucet flow of water) – savings already for electricity (solar) and oil (locked in at 2.49 gallon) - invite to come in January to review results.
- New Custodian started today for the day shift (will be hiring part-time Custodian for night shift).
- Parish Hill dealing with bubbles in gym floor - reached out to SES for help to schedule use of their gym.
- Started budget process (large number 6<sup>th</sup> graders graduated last year - higher levy at Parish Hill).

**C. Principal's Report – curriculum & instruction updates:**

- Enrollment within total for last year (helps with PreK out of towners who are very pleased – 2 families asked to stay on for tuition for kindergarten). Graduating 12 – 6<sup>th</sup> graders (14 last year).

- Curriculum – moving to improve Literacy and Math scores with strategies to work with students (Strategic Improvement Plans posted on website, new School Climate Improvement Plan required). Positive feedback received for successful Mystery Science – added Mystery Writing. Beth Troeger asked what grades they are for (Mystery Writing – 4<sup>th</sup> grade, Mystery Science – all grades).
- Family events very successful with Special Person’s Lunch and Halloween Pumpkin Carving (upcoming Wreath Making and Tree Lighting at Gazebo).
- Parent/Teacher Conferences held in October (more time to bring up grades before marking period ends).
- Early release for Halloween with Costume Parade.
- Held 3 den meetings already (very receptive and creative) – will roll out at November 20<sup>th</sup> Pep Rally with chant, handshakes, and symbols.

**D. Special Education Report – ESY update:**

Intervention Team making great progress. Started planning for ESY.

**E. Financial Report - EOY reporting:** 27% of budget spent to date.

Clark Stearns asked about the following items overbudget: 51120 Instructional Aides – Summer School (some will move to grants, expecting checks from surrounding towns for Summer School), 52100 Benefits - Medical & Other (2 unexpected enrollments in plan), 55610 Special Ed (placement tuition came in higher), commented on very tight budget. Lisa LaBelle asked about Food Services budget (paid up front).

**#2-25/26 Motion to approve November Financial Report, made by Brittany Santiago, seconded by Gracie Martin:** no vote and amended to new motion.

**#3-25/26 Motion to approve October Financial Report, made by Brittany Santiago, seconded by Gracie Martin and carried unanimously.**

**F. Shared Services updates:** Covered already

**G. Liaison Reports:** Beth Troeger asked about liaison assignments (will do at December Reorganization).

**8. BOARD BUSINESS:**

**A. Item: 9000's Policies 2<sup>nd</sup> read, continued (Discussion & Possible Action):** Approve at next meeting.

**B. Item: BOE meet & greet (Discussion):**

December 3<sup>rd</sup> Meet & Greet will be here from 5-7pm with refreshments - invite Boards of Education, Principals, Spec Ed Directors, Finance, Boards of Selectmen, school staff.

**C. Item: 2000's Policies 1<sup>st</sup> read (Discussion):** presented for review (already based on CABE model).

**9. OLD BUSINESS UPDATES: Item: Newsletter:** Discussed already

**10. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS:** None

**11. OTHER ACTION ITEMS:** None

**12. UPCOMING MEETINGS:**

- **Regular Board Meeting December 2, 2025 at 6:30pm**
- **Items for Next Meeting and Assignments: Policies updates, LGP Parent Ambassador**

Beth Troeger suggested tour of school during school day for new members and would like to be included.

**13. ADJOURNMENT:**

**#4-25/26 Motion to adjourn (7:43 PM) made by Gracie Martin, seconded by Brittany Santiago and carried unanimously.**

*Respectfully submitted by Kathleen Scott  
Recording Clerk*