

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**  
**February 17, 2021**

Chairperson Brynn Lipstreu called the meeting to order at 7:04 PM. Present were Board members Sherry Smardon, Steven Kurcinik, Cassidy Martin, Scott Sears, Rod Perry and Bill Trudelle. Administrators present were Superintendent Dr. Francis Baran, Principal Dr. Catherine Pinsonneault and Finance Coordinator Tim Smith.

The Board recited the Pledge of Allegiance.

**3. CELEBRATIONS/RECOGNITION:**

- Remote Learning was successful for the period of January 11<sup>th</sup> to January 22<sup>nd</sup>.
- Thanks to Ms. Schenck for the very nice Football Friday that was held the Friday before the Super Bowl.

**4. WRITTEN COMMUNICATIONS:**

- A letter of resignation was received from School Facilities Maintenance Engineer, Jim Naumec effective June 1st.
- Scott Sears presented a complaint from his children regarding open windows that makes it freezing in the classroom. Brynn Lipstreu reported that the windows are open for ventilation due to Covid.

**5. COMMUNICATION WITH THE AUDIENCE: None**

**6. APPROVAL OF MINUTES:**

***#1-20/21 Motion to approve the minutes from January 5, 2021, was made by Sherry Smardon, seconded by Steve Kurcinik and carried with one abstention by Scott Sears.***

**7. FINANCE COORDINATOR REPORT:**

**A. Financial Report:**

The Financial Reports were reviewed. Funds were received from the Cares Grant (approximately \$51,700) and the ESSR Grant (\$13,154) that enabled some Covid Expenses to be moved from the General Fund to the Grant Fund (\$17,000 from BOE Other Salaries for Bus Aide Salaries). Bill Trudelle asked about the ESSRII Grant. Tim Smith reported that the grant is for approximately \$58,000 and can be spread out over the next couple years with the application available on February 22<sup>nd</sup>. Dr. Baran reported that President Biden is trying for a relief package through Congress with more relief for schools.

**B. Approval of Financial Statement:**

***#2-20/21 Motion to approve the Financial Statement dated February 10, 2021, was made by Sherry Smardon, seconded by Rod Perry and carried unanimously.***

**8. SUPERINTENDENT REPORT:**

**A. 2020-21 Calendar Update:**

As of today, there were 4 snow days making the last day June 16<sup>th</sup> for students and Non-Certified staff and June 17<sup>th</sup> for Certified staff.

**B. 2021-22 School Calendar:**

The Board was presented with the draft 2021-22 School Calendar for review with action anticipated at the March meeting. The Calendar was discussed and coordinated with the Superintendents from Chaplin and Hampton.

**C. Solar Panel Update:**

The Eversource meter problem was corrected with a 2-month overlap (November/December) using a little over 5,000 kw more than produced by the solar panels.

**D. Lunch Program Update:**

The Board was emailed the Lunch Program Update. There were 9 days for Breakfast (one day less than lunch due to delayed opening with no breakfast served) and 10 days for Lunch.

**E. Budget Timeline:**

The Board of Selectmen will officially set the Budget Timeline at their meeting next Wednesday. The Town Meeting to present the Budget for approval will be held on May 19<sup>th</sup>. The Board is asked to submit their proposed budget by April 21<sup>st</sup>.

**F. Update on Afterschool Grant:**

Negotiations continue with the staff and state on how to utilize the funds.

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

Dr. Pinsonneault completed all but one of mid-year reviews for goal setting.

**H. COVID-19 Expense Update:**

The Board was emailed the Covid-19 Expense Update.

**I. COVID-19 Learning Environment Survey:**

The Committee has met only once since the last Board meeting due to the weather and other issues. A meeting will be held tomorrow to identify items for discussion with the overall staff.

**J. Other:** None

**9. PRINCIPAL REPORT:**

**A. Professional Development Opportunities:**

- Some PMT Recertification was done via Zoom.
- Special Education and Regular Education SBAC training was presented to the staff.
- DCF Report training was taken by all staff together to get them on the same cycle.

Dr. Pinsonneault responded to Brynn Lipstreu regarding a trainer in the school for PMT that is very expensive and would be best to coordinate with Hampton and Chaplin. Dr. Pinsonneault also responded to Bill Trudelle regarding SBAC that starts in April. Brynn Lipstreu suggested the IT person be at the school during SBAC testing.

**B. Current Enrollment:**

Enrollment is at 91 students with 88 in-person and 3 fully remote (not in the building).

**C. Other:**

- Dr. Pinsonneault read a letter to the Board to notify them that she is leaving her position as Principal of Scotland Elementary at the end of the current contract effective June 30, 2021.
- Upcoming dates include Parent/Teacher Conferences, the close of the trimester and a PD Day.

**10. FRIENDS OF SES REPORT:** No Report

**11. NEW BUSINESS:** None

**12. OLD BUSINESS:**

**A. Bus Contract:**

The Bus Monitors are still being paid and the cameras on the buses are working. The price for propane is not being locked in at this time due to the high price. Rod Perry suggested checking prices with other propane companies.

**B. Shared Services:**

Nothing new to report at this time. Brynn Lipstreu will attend a Zoom meeting next Thursday at 5pm to continue conversation about shared services.

**C. Citizen's Advisory Committee:**

Sherry Smardon reported the Committee would like to hold their meetings on the 3<sup>rd</sup> Wednesday of the month. Brynn Lipstreu will follow up with the Committee for the date of the next meeting.

**D. School Reentry Plan:**

Recommendations are being followed as they are set. Students are back in school with good attendance.

**E. "How's It Going" Check-in:**

Dr. Baran reported that things are going as well as can be expected. He heard that anxiety is going down a little as some staff becomes vaccinated. The state will be opening up vaccines to teachers soon. Temperatures continue to be taken, students are good about getting off the buses and wearing their masks and certain protocols are given with the morning announcements.

**F. Technology Update:**

Technology is going well with Savage Systems being very responsive and no ticket concerns. One IT person is assigned to Scotland Elementary.

**13. COMMITTEE REPORTS:**

**A. Tri-Town BOE meeting update:** No Report

**B. CABE/EASTCONN:**

Rod Perry reported that EASTCONN is concerned with services not being utilized. A follow up retreat will be held to brainstorm other kinds of services that would be of value. Brynn Lipstreu presented the 2021 EASTCONN Programs & Services catalog for any Board member interested.

**C. Readiness Council Report:**

Discussion was held regarding the RFP Grant.

**D. Policies Committee:**

The Committee focused on policies that dealt with communication and aligned with the Communication Plan. A follow up meeting will be held on February 25<sup>th</sup> at 6pm.

**E. Personnel Committee:** No Report

**F. Technology Committee:**

Dr. Baran suggested meeting with the owner of Savage Systems in the spring. Dr. Pinsonneault reported that the Committee needs to look at the Technology Plan. A staff meeting will be held next Wednesday to talk to the teachers for ideas on what is needed in the classroom and use those ideas to develop a 5-year plans. Something to consider is whether the school should invest back in the Computer Lab or keep the Chromebooks going.

**14. SECOND AUDIENCE FOR CITIZENS:** None

**15. NEXT STEP HOMEWORK ASSIGNMENTS:**

- Board to review Proposed 2021-22 School Calendar.
- Brynn Lipstreu will follow up with the Citizen’s Advisory Committee on the date of their next meeting.

**16. NEXT MEETING AGENDA ITEMS:**

- Accept Resignation
- Technology Plan
- 2021-22 Budget Presentation

**17. EXECUTIVE SESSION ANTICIPATED –**

- A. Discussion regarding Scotland Elementary Administration Relations**
- B. Superintendent’s Contract**
- C. Principal’s Contract**

***#3-20/21 Motion to enter into Executive Session (7:55 PM) for the purpose of discussing Scotland Elementary Administration Relations, Superintendent’s Contract, Principal’s Contract and invite the Superintendent and Principal to attend, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

The Board came out of Executive Session at 8:37 PM.

**18. ADJOURNMENT:**

***#4-20/21 Motion to adjourn (8:38 PM) was made Sherry Smardon, seconded by Steve Kurcinik and carried unanimously.***

***Respectfully submitted by Kathleen Scott  
Recording Clerk8:***