

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
May 4, 2021

Chairperson Brynn Lipstreu called the meeting to order at 7:00 PM. Present were Board members Sherry Smardon, 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. Others present was First Selectman Gary Greenberg. Unable to attend was Board member Steve Kurcinik. The Board recited the Pledge of Allegiance.

3. CELEBRATIONS/RECOGNITION:

- The last round of distance learning was held in April with students and staff coming back and moving right into SBAC testing.
- Brynn Lipstreu commended the staff for all their work in honor of Teacher Appreciation Week.

4. WRITTEN COMMUNICATIONS: None

5. COMMUNICATION WITH THE AUDIENCE: None

6. ADDITIONS TO AGENDA – ADDITIONAL BUSINESS MAY BE CONSIDERED AT A REGULAR MEETING UPON 2/3 VOTE OF THOSE MEMBERS OF THE BOARD PRESENT AND VOTING, PER STATE STATUTE:

#1-20/21 Motion to add to agenda as Item #17A, Executive Session to discuss Public Statements on the Concept of Combining Elementary Schools, was made by Scott Sears, seconded by Bill Trudelle and carried unanimously.

7. APPROVAL OF MINUTES:

#2-20/21 Motion to approve the special meeting minutes from April 13, 2021, was made by Sherry Smardon, seconded by Rod Perry and carried unanimously.

#3-20/21 Motion to approve the special meeting minutes from April 20, 2021, was made by Sherry Smardon, seconded by Cassidy Martin and carried unanimously.

8. FINANCE COORDINATOR REPORT:

A. Financial Report:

The Financial Reports were reviewed with a projected budget surplus. Rod Perry suggested using funds from this year's budget to purchase Instructional Supplies for next year (underbudget approximately 50%). He also suggested using this year's budget surplus to purchase IT Equipment recommended by Savage Systems. Sherry Smardon commented that budget transfers are usually presented to the Board in June. Tim Smith responded to Scott Sears regarding funds for the Principal/Superintendent Search that are paid from General Administration/Other Professional Services (1st installment of \$4,500 paid).

B. Approval of Financial Statement:

#4-20/21 Motion to approve the Financial Statement dated April 29, 2021, was made by Sherry Smardon, seconded by Bill Trudelle and carried unanimously.

9. SUPERINTENDENT REPORT:

- A. 2020-21 Calendar Update:** No change
- B. Solar Panel Update:** The Solar Panel Update was emailed to the Board.
- C. Lunch Program Update:** The Lunch Program Update was emailed to the Board.
- D. Update on Afterschool Grant:**
The state requires the Afterschool Grant to be spent this year and recommends purchasing memberships to places such as Sturbridge Village, Mystic Aquarium and the Science Center. Brynn Lipstreu reported that the Governor came out with free admission for kids to some of these places. Dr. Pinsonneault suggested purchasing gift cards from Scotland Orchards to keep funds local.
- E. Teacher Evaluation (TEVAL) Update:** On target to complete by the end of the year.
- F. COVID-19 Expense Update:** The Covid 19 Expense Update was emailed to the Board.
- G. COVID-19 Learning Environment Survey:** No Report
- H. Bus Propane Usage:** The Bus Propane Usage was emailed to the Board and includes Parish Hill.
- I. Other:** No Report

10. PRINCIPAL REPORT:

- A. Professional Development Opportunities:**
Professional Development is winding down with work on PMT Training (Covid 19 Refresher Extension via Zoom).
- B. Current Enrollment:** There is 1 remote student.
- C. Other:**
Dr. Pinsonneault presented tentative dates for Graduation (June 14th for Kindergarten, June 16th for 6th Grade) and suggested it be held indoors in the gym. Each family would have a square block (6ft. x 4ft.) limited up to 6 immediate family members. No food will be served. Sherry Smardon suggested presenting an individually wrapped cupcake to each graduate. It would be a nice way to end 6th grade together. Scott Sears will present the awards.

11. FRIENDS OF SES REPORT: No Report

12. NEW BUSINESS:

- A. Rose Khourie Scholarship:**
Will review at the June meeting. Sherry Smardon will present the scholarship at Parish Hill Graduation.

B. Sixth Grade Graduation Gifts:

#5-20/21 Motion to approve \$20 Barnes & Noble Gift Cards for Sixth Grade Graduation Gifts, was made by Sherry Smardon, seconded by Cassidy Martin and carried unanimously.

13. OLD BUSINESS:

A. Budget 2021-2022:

The budget percentage increase presented to the Town was incorrect due to an entry error. First Selectman Gary Greenberg reported that ECS Grant funding for Scotland was reduced by \$44,000 and asked the Board to review their budget for any additional savings possibly by moving IT Equipment to a capital expense and looking at the ESSERR II Grant for any additional savings. Rod Perry suggested the following: use this year's budget for IT Equipment and cover the rest from the Capital Account, use this year's budget to purchase Instructional Supplies for next year and reduce the FY 21-22 budget for Instructional Supplies. He also asked for clarification on Technology Repairs and Maintenance (includes software maintenance). Sherry Smardon suggested listing software updates under Software Renewal.

#6-20/21 Motion to reduce Line 19, #56110 Instructional Supplies to \$7,076 for the FY 2021-22 Budget, was made by Bill Trudelle, seconded by Rod Perry and carried unanimously.

#7-20/21 Motion to reduce Line 103, #57300 Technology Equipment to \$4,000 for the FY 2021-22 Budget, was made by Bill Trudelle, seconded by Cassidy Martin and carried unanimously.

#8-20/21 Motion to approve the FY 2021-22 Budget dated 5/4/2021 as amended with a 1.70% increase, was made by Scott Sears, seconded by Sherry Smardon and carried unanimously.

B. Principal Search:

Brynn Lipstreu shared concerns from the CABE consultant regarding completion of work for the 10-month Principal position. Gary Greenberg suggested keeping the 10-month position and revisit later if necessary. Scott Sears suggested a 12-month position with a reduction in salary. Sherry Smardon expressed concerns with not having a 12-month position. Brynn Lipstreu suggested a contract of 215 days with no additional vacation days for the Principal position. (\$10,000 has already been reduced from the contract).

#9-20/21 Motion to approve 215-day position for the Principal position with the same salary as budgeted, was made by Sherry Smardon, seconded by Bill Trudelle and carried unanimously.

C. Superintendent Search:

Brynn Lipstreu reported there were very few surveys (total of 13) returned so far for input on the Superintendent and Principal positions and was reposted with a deadline of Friday.

D. Technology Plan:

Dr. Pinsonneault presented the following input on Technology from the teachers: Year 1 – get the Computer Lab up and running; Year 2 – establish Chromebook Replacement Schedule (Chromebooks not supported after 3 years); Year 3 – Smartboard Replacement; Yearly - end of year review of programs and eliminate programs not being used. Brynn Lipstreu asked for a written report with costs for the next meeting.

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

School is back in session with most staff vaccinated. There is a feeling of relief in the building and June is coming. Dr. Pinsonneault responded to Brynn Lipstreu regarding a change in procedure for a positive Covid case that the classroom would be isolated or the entire class could be sent home.

F. Bus Contract: Gary Greenberg asked to be included when reviewing the bus contract for renewal.

G. Shared Services:

Brynn Lipstreu reported that the Ad-Hoc Committee on Interdistrict Educational Cost Sharing decided to form another Committee to look at a Cooperative Agreement between Hampton and Scotland using one building and look at Governance and Educational Programs. Sherry Smardon suggested managing buses as part of the discussion.

H. Citizen’s Advisory Committee:

Survey results are being compiled and will be presented to the Board. The next meeting will be held on May 12th at 7:30pm and Bill Trudelle will attend.

I. School Reentry Plan: Nearing the end of the year.

J. Technology Update:

Gary Greenberg reported on interest from another company that offers technology services. Dr. Baran reported that Savage Systems contract ends June 30th and will need to go out to bid.

#10-20/21 Motion to approve proposal from Savage Systems for Technology Updates, was made by Sherry Smardon, seconded by Cassidy Martin and carried unanimously.

14. COMMITTEE REPORTS:

A. Tri-Town BOE meeting update: No Report

B. CABE/EASTCONN:

Rod Perry sent a link to each Board member for a survey related to diversity from CABE. EASTCONN is still working on redirecting some of their programs due to Covid.

C. Readiness Council Report:

The School Readiness Grant application was approved and submitted for next year. The purchase of family passes to different places is planned in lieu of field trips.

D. Policies Committee: No Report

E. Personnel Committee: No Report

F. Technology Committee: No Report

15. SECOND AUDIENCE FOR CITIZENS: None

16. NEXT STEP HOMEWORK ASSIGNMENTS:

- Administration to draft a list of items the school could use for next year.
- An in-person Town Budget meeting will be held at the Firehouse on Thursday, May 6th at 7pm.

- Review applications for Rose Khourie Scholarship before the June meeting.

17. NEXT MEETING AGENDA ITEMS:

- Rose Khourie Scholarship
- Wish List
- Technology Plan Update

A. Executive Session to Discuss Public Statements on the Concept of Combining Elementary Schools:
#11-20/21 Motion to enter into Executive Session (8:25 PM) for the purpose of discussing Public Statements on the Concept of Combining Elementary Schools and invite the First Selectman to attend, was made by Scott Sears, seconded by Sherry Smardon and carried unanimously.

The Board came out of Executive Session at 8:59 PM.

18. ADJOURNMENT:

#12-20/21 Motion to adjourn (9:00 PM) was made Sherry Smardon, seconded by Scott Sears and carried unanimously.

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