

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**  
**November 7, 2023**

**Chair Cassidy Martin called the meeting to order at 7:01 PM. Board members present were Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin, Rod Perry and Lisa LaBelle. Administrators present were Superintendent Valerie Bruneau, Principal Ann Knowles and Finance Coordinator Michele Demicco (online). The Board recited the Pledge of Allegiance.**

**2. COMMENTS FROM THE PUBLIC:**

Cassidy Martin spoke of the unfortunate passing of Ken Henrici, Superintendent of RD11 and Chaplin Elementary. He was very passionate and dedicated to our kids during his 16 years of service.

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

**4. APPROVAL OF MINUTES**

- **Regular Meeting of October 3, 2023:**  
**#1-23/24 Motion to approve October 3, 2023 regular meeting minutes, made by Clark Stearns with the following correction:** Item #7G should read – Franklin is no longer housing the Green Valley outplacement program. ***The motion was seconded by Lisa LaBelle and carried unanimously.***

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

**6. CELEBRATIONS:**

Congratulations and thanks to Rod Perry for his many years of service on the Board. Valerie Bruneau and the Board presented him with nurse related books (Curious George Goes to the Hospital, My Mommy is a Nurse, My Daddy the Amazing Nurse) that will be added to the Nurse's library honoring his previous service as a nurse and in the military.

**7. REPORTS**

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

**B. Superintendent's Report:**

- There are no new grants this month (working on previous grants).
- Working with Ann on Calendar to present at the next meeting (coordinating with Parish Hill).
- CABE Convention coming up November 17<sup>th</sup> and 18<sup>th</sup> (new Board member needs to be sworn in by next Thursday).

**C. Principal's Report:**

- Enrollment is at 101 students (will increase to 102 with new student starting tomorrow).
- Participation in lunch increased for October (lunches more creative making them more favorable).
- Busy with PD that is ongoing with new staff.
- The Music teacher resigned (was shared in 3 schools - now hired full-time). Hired new Music teacher (share with Eastford – will do Chorus as well).
- Rod Perry asked how many students took the SBAC tests (45 students – 19 were Special Ed) and

expressed concerns about the percentage of Special Ed students far above the state average (progress is being made by hiring Paras with specialized training and bringing in specialists, adding 2<sup>nd</sup> PreK to separate kids by age has helped). Total Special Ed students will be reported monthly.

- Clark Stearns asked to clarify the designation of Special Ed students (not all students that did poorly on the tests are Special Ed, students needing extra help in one area receive SRBI or Tier 1 Intervention – teachers receive training through PD).

**D. Special Education Report:**

Ann Knowles presented Special Ed Report for Sue Costa who could not attend tonight’s meeting.

- It is a busy time with PPT meetings.

**#2-23/24 Motion to take a 15-minute recess (7:36 PM) made by Clark Stearns, seconded by Brittany Santiago and carried unanimously.**

The Board was back in session at 7:51pm.

**E. Financial Report and Contract updates (including October 3<sup>rd</sup> report):**

Michele Demicco presented General Fund summary including forecasting with 15% of the budget spent for October and 23% spent for November.

- Rod Perry asked about Special Ed Subs being overbudget (due to open positions – should be offset with Instructional Aides) and asked if there are any unexpected expenditures (none to date).
- Clark Stearns asked if any grants are available for 3 lines overbudget in Summer School (the whole account is 93% spent) and asked why all but \$687 was encumbered for Heating Oil Building & Grounds (based on usage).
- Valerie Bruneau has been checking oil prices daily to lock in a price for next year and locked in \$2.97 per gallon (shared service with Andover and Hampton).

**#3-23/24 Motion to approve Financial Report dated October 31, 2023, made by Clark Stearns, seconded by Brittany Santiago and carried unanimously.**

**F. PTO:**

The PTO has been very busy. Post on Facebook Page looking for people to sponsor pumpkins for the classrooms received great response (St. Joseph’s Living Center, Dana Barrow, Kathy Kammer, Highland Campground) – pumpkins will be on display for Parent/Teacher Conferences and holiday event at the Firehouse. Over \$800 was raised from the Pie Fundraiser. Planning to hang lights at the Tree Decorating on December 3<sup>rd</sup>. Working to get more parents in the classroom and at PTO meetings.

**G. Shared Services updates:**

- The Board was asked to consider looking at going back to Central Office with RD11.

**H. Liaison Reports including Readiness Council:**

- Rod Perry expressed the importance of a Board member to replace him on EASTCONN (meets the 4<sup>th</sup> Tuesday of the month at 5pm – can attend via Zoom).
- Beth Troeger spoke about doing a lot of research on Rose Khourie and will present at the next meeting.
- Lisa LaBelle asked about the next Board Newsletter (suggestions for content include: what the Board does, what the Board learned at CAFE Convention, ask parents what they would like to see, Board goals and responsibilities, what the Board can and cannot do, what the Board is in charge of). Will discuss further at the next meeting – will send out in January.

**8. BOARD BUSINESS**

**A. Item: Set 2024 Meeting dates (Discussion and Anticipated Action):**

The Scotland Board of Education usually meets on the 1<sup>st</sup> Tuesday of the month at 7pm at Scotland Elementary School. Proposed Meeting Dates for 2024:

January 2 <sup>nd</sup>	April 2 <sup>nd</sup>	*July 9 <sup>th</sup> (2 <sup>nd</sup> Tuesday)	October 1 <sup>st</sup>	January 7 <sup>th</sup> , 2025
February 6 <sup>th</sup>	May 7 <sup>th</sup>	*August 6 <sup>th</sup> or 13 <sup>th</sup>	November 5 <sup>th</sup>	
March 5 <sup>th</sup>	June 4 <sup>th</sup>	September 3 <sup>rd</sup>	December 3 <sup>rd</sup> (Board Reorganization)	

*\*July and August meetings may be altered or cancelled at the discretion of the Board Chair.*

**#4 -23/24 Motion to approve Scotland Board of Education 2024 Meeting Dates listed above, made by Gracie Martin, seconded by Lisa LaBelle and carried with the following vote:**

**YES: L. LaBelle, G. Martin, B. Troeger, B. Santiago, C. Stearns. NO: R. Perry.**

**9. OLD BUSINESS UPDATES:** None

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

**11. OTHER ACTION ITEMS:** None

**12. UPCOMING MEETINGS**

- **Regular Board Meeting December 5, 2023 (Board reorganization)**
- **Items for Next Meeting and Assignments** – Update on audit, schedule CABE visit (January 2<sup>nd</sup>), Rose Khourie, Board Newsletter

**13. ADJOURNMENT:**

**#5-23/24 Motion to adjourn (8:20 PM) made by Rod Perry, seconded by Gracie Martin and carried with the following vote:**

**YES: L. LaBelle, G. Martin, B. Troeger, B. Santiago, C. Stearns. NO: R. Perry.**

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