

*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 8, 2019**

**Chairperson Brynn Lipstreu called the meeting to order at 7:00 PM. Present were Board members Sherry Smardon, Steven Kurcinik, Scott Sears, Rod Perry and Anne Stearns. Administrators present were Superintendent Dr. Francis Baran, Principal Dr. Catherine Pinsonneault and Finance Coordinator Tim Smith. Unable to attend was Board member Cassidy Martin.**

The Board recited the Pledge of Allegiance.

**3. CELEBRATIONS/RECOGNITIONS:**

- Mr. Coporale was commended for combining grades for the Winter Concert.
- Thank you to the Friends of SES for a successful “Kids Go Shopping”.
- A Mohegan who sits on the Board of Elders was invited to the school to do presentations on diversity that were done at every grade level with the potential for a grant. Congratulations to Scotland Elementary for being awarded the Mohegan Challenge Grant in the amount of \$1,000 that will be used for supplies for Mrs. Bakken’s 3<sup>rd</sup> grade class (studying Mohegan history) and bus and admission to the Mohegan Museum for the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> grade.

**4. WRITTEN COMMUNICATIONS:** None

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

**6. ADDITIONS TO AGENDA – ADDITIONAL BUSINESS MAY BE CONSIDERED AT A REGULAR MEETING UPON A 2/3 VOTE OF THOSE MEMBERS OF THE BOARD PRESENT AND VOTING, PER STATE STATUTE: *#1-18/19 Motion to add to agenda as Item #12B, Approval of July – December 2019 Scotland Board of Education Meeting Dates (Action Anticipated), was made by Sherry Smardon, seconded by Steve Kurcinik and carried unanimously.***

**7. APPROVAL OF MINUTES:**

***#2-18/19 Motion to approve the minutes of December 4, 2018, was made by Scott Sears with the following correction: Item #12 - correct the spelling of Deb and Jeff Wright. The motion was seconded by Rod Perry and carried unanimously.***

**8. FINANCE COORDINATOR REPORT:**

**A. Welcome the New Finance Coordinator:**

The Board welcomed new Finance Coordinator Tim Smith who can be reached at extension #107 at the Town Hall.

**B. Financial Report:**

95.5% of the budget is committed. STEM magnet school tuition is over budget and the auditor is over budget due to a change in the auditor.

**C. Approval of Financial Statement:**

***#3-18/19 Motion to approve the Financial Statement dated January 3, 2019, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

**9. SUPERINTENDENT REPORT:**

**A. First FY 19-20 Budget Preliminaries:**

The preliminary budget is not ready due to pending ratification of the Teacher’s Contract (for finances), oil prices not yet determined, outstanding electrical issues and pending Transportation Contract. The above issues should be resolved for presentation at the February meeting.

**B. 2018-2019 Budget Update:**

The 2018-19 budget is on track. Legal Fees are mostly expended due to negotiations. Electrical consumption is lower for 6 out of the past 7 months.

**C. Solar Panel Update:**

The solar panels were turned on in December and are up and running. One more test needs to be done to determine if the panels are producing the amount projected. There will be a solar panel station at the school as an educational tool for the students.

**D. Fire Inspection Report:**

A great deal of work was done by the custodial staff over the holiday break. They worked on removing combustible materials, cleaned out the ramp from the stage to the audience and disconnected a light in the gym storage room. Work needs to be done in the IT room.

**E. CNR Update:**

The CNR projects are done. The Library door locks from the inside and the light switches have been changed.

**F. 2018-2019 Calendar Update:**

There is no change to the school calendar. The last day of school (an early release day) for students is June 12<sup>th</sup>. The last day for staff is June 13<sup>th</sup>.

**G. Lunch Program Update:**

The average participation for breakfasts is 58 per day (slightly down) and 78 per day for lunch.

**H. BOE meeting dates 2019 (July through December):**

Covered under Item #12B.

**I. Other:**

Dr. Baran presented his Superintendent Goals that includes the following:

- Develop the 2019-20 budget by meeting with the administration and office staff to review.
- Work with the Board and Board Attorney on teacher contracts.
- Work with the new Finance Coordinator for a smooth transition.

- Work with the Principal and Custodians to address items cited in the Fire Inspection Report.
- Follow up with Green Skies Solar Company to stay informed.
- Work with Transportation Committee to get contract up and running.

#### **10. PRINCIPAL REPORT:**

##### **A. Teacher Evaluation (TEVAL) Update:**

The first round of walkthroughs are done. Formal observations are done for Non-tenured teachers. A sign-up will be posted tomorrow for teacher mid-year goal reviews.

##### **B. Professional Development Opportunities:**

The PreK teacher attended the second part of the DOT training (framework to guide assessments). Linda Stefon attended workshop on strengthening social communication skills.

##### **C. Current Enrollment:**

Enrollment is up by one PreK student who is enrolled and waiting on a physical.

##### **D. Other:**

- The NEAYC report is ready to be submitted.
- Chorus and Drama will begin.
- Class Color Day will be held on Friday, January 11<sup>th</sup>.
- 100 dental hygiene items are being collected in honor of the 100<sup>th</sup> day of school.

#### **11. FRIENDS OF SES REPORT: No Report**

#### **12. NEW BUSINESS:**

##### **A. First Read Policies (Restraint & Seclusion Policy & Vehicle Idling Policy):**

The Board was presented with policies on Restraint & Seclusion and Vehicle Idling for review. Any feedback should be directed to Dr. Baran.

##### **B. Approval of July – December 2019 Scotland Board of Education Meeting Dates (Action Anticipated):**

Dr. Baran presented the following July – December 2019 meeting dates for the Scotland Board of Education:

July 9	October 1
August 6	November 5
September 10	December 3

***#4-18/19 Motion to approve the above listed 2019 meeting dates for the Scotland Board of Education, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

#### **13. OLD BUSINESS: None**

#### **14. COMMITTEE REPORTS**

##### **A. Climate Committee:**

The suggestion box is in the Teacher's Lounge.

##### **B. Transportation Committee:**

Good progress is being made on the Transportation Contract. A meeting will be held on January 22<sup>nd</sup> with a full proposal to be presented to the Board at the February meeting.

**C. Tri-town BOE meeting Update:** No Update

**D. CABE/EASTCONN:** No update

**E. Readiness Council Report:**

There was no meeting held in December. The next meeting will be held on January 29<sup>th</sup>.

**F. Policies Committee:**

The next meeting will be held on January 30<sup>th</sup>.

**G. Personnel Committee:**

Work is being done on finances for the Teacher's contract. Negotiations are coming up for the Para educators. Any Board member interested in serving on this Committee for negotiations is asked to contact Brynn Lipstreu who is excusing herself.

**H. Technology Committee:**

The next meeting will be held in the spring.

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

**16. NEXT STEP HOMEWORK ASSIGNMENTS:**

Review presented policies and email any feedback to Dr. Baran.

**17. NEXT MEETING AGENDA ITEMS:**

- 2019-2020 Budget
- Fire Inspection Report
- Solar Panel Update
- 2018-2019 Budget Update

**18. ADJOURNMENT:**

***#5-18/19 Motion to adjourn (7:45 PM) was made Steve Kurcinik, seconded by Sherry Smardon and carried unanimously.***

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