

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

March 5, 2019

Chairperson Brynn Lipstreu called the meeting to order at 7:00 PM. Present were Board members Steven Kurcinik, Cassidy Martin, 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 Sherry Smardon.

The Board recited the Pledge of Allegiance.

3. CELEBRATIONS/RECOGNITIONS:

- A Family Dance was held with a fun time had by all that attended.
- The Mohegan Grant is moving forward. Representatives did a presentation for 2nd, 3rd and 4th graders followed by work with the 3rd graders who are the focus of the grant. The three grades will have a full day on April 5th at the Mohegan Museum to study the native tribe with bus transportation admission and lunch provided by the grant.
- Dr. Baran presented the Board with a thank you from CAFE in honor of BOE Appreciation Month.

4. WRITTEN COMMUNICATIONS:

A letter was received from the Commissioner of Education regarding the following critical shortage areas in teaching: Bilingual Education, Comprehensive Special Education, Mathematics, Occupational Subject/Vocational Technical High School, School Library and Media Specialist, Science, Speech and Language Pathologist, Technology Education, English as a second language and World Language.

Notification was received from the state regarding the Certified Compliance Report that was accepted. All teachers at Scotland Elementary are certified compliant.

5. COMMUNICATION WITH THE AUDIENCE:

Michelle Murray expressed concerns with difficulty in using the school for sports teams due to two custodians required to be at the school. The Fire Department Community Room is available but requires a \$150 deposit. She asked the Board to review the Facility Use Policy and check with Chaplin and Hampton who have more lenient policies. In addition, Mrs. Murray asked the Board to review the Playup Policy and suggested working with the Rec Department to use the school and provide concessions for fundraising. Dr. Baran reported that having two custodians in the building is a safety issue and is opposed to changing the policy.

Wendy Sears expressed concerns with no after-school programs (arts/crafts, sports, drama) with a late bus that are no longer available and asked the Board to consider adding funds to the budget.

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 Executive Session for Negotiations as Item #17A, was made by Scott Sears, seconded by Rod Perry and carried unanimously.

7. APPROVAL OF MINUTES:

#2-18/19 Motion to approve the minutes of February 5, 2019, was made by Scott Sears, seconded by Steve Kurcinik and carried unanimously.

8. FINANCE COORDINATOR REPORT:

A. Financial Report:

There are no large unexpected expenditures except with electricity that will be covered later on the agenda.

B. Approval of Financial Statement:

#3-18/19 Motion to approve the Financial Statement dated February 28, 2019, was made by Rod Perry, seconded by Steve Kurcinik and carried unanimously.

9. SUPERINTENDENT REPORT:

A. FY 19-20 Budget First Draft:

Dr. Baran presented the first draft of the FY 19-20 Budget with a 0% increase.

Decreases to the budget include:

Substitutes (based on actuals), Group Insurance (Insurance Company came in with a 0% increase and one person dropped the insurance), Unemployment Compensation, Worker's Compensation (increase in CIRMA premium), Special Education Teachers, Other Professional Special Education (EASTCONN consultation services), PPT Services (physical therapy), General Administration Legal Services (over drawn this year due to negotiations, no negotiations next year), Business Office Salaries (change in Financial Coordinator), Building/Grounds Electrical (partly due to loan from Eversource), Pupil Transportation Fuel (buses being transitioned from diesel to propane, grant funds available for reimbursement of 0.38 cents per gallon after documented usage).

Increases include:

Regular Instruction Teachers (new contract), Tuition In-State (STEM Magnet School), Special Education Administration (increase Special Ed Director from 1 to 2 days per week), Tuition Public In-State (Special Ed services for the STEM Magnet School), Psychologist Services (new contract), Speech Pathologist (new contract), Library Media Specialist (increase from 2 to 3 days per week), General Administration Audit (new Auditor), General Administration Other (GASB auditing fee).

The budget is due to the town by April 9th. The Board was asked to review the budget and direct any questions to Dr. Baran. Anne Stearns suggested adding funding for after school activities. Brynn Lipstreu asked about the curriculums. Dr. Baran reported that grants are used first when possible such as the Math curriculum.

B. 2018-2019 Budget Update:

There are no unexpected large expenditures. General Administration Legal Services is over budget due to negotiations. STEM tuition and Special Education are over budget.

C. Solar Panel Update:

The Solar Panels were started on December 16th but didn't show on the Eversource bill. Eversource has made an adjustment and sent a new bill. There is no word to date on the Solar Panel Learning Station.

D. Fire Inspection Report Update:

The IT room will be cleaned out by the end of next month.

E. 2018-2019 Calendar Update:

The school was closed for three days due to one day without power and two snow days. The last day of school will now be Monday, June 17th for students and Tuesday, June 18th for staff.

F. Lunch Program Update:

The February average participation for breakfast was 50 and 75 for lunch (down slightly due to students out sick). The top choice for lunch was the cheeseburger deluxe.

G. Proposed Education Legislation:

Proposed legislation includes the following senate bills with a focus on regionalization:

#454 – no districts with fewer than 2,000 students, #457 – size of districts new or joined with a fee, #5980 – addition of new member towns, #460 – inter-district magnet schools, #461 – Lebanon as an inter-district magnet school, #5783 – dual-language magnet school in Windham.

H. Other:

Scotland Elementary was recognized as a School of Distinction in the Next Generation Accountability Report beating the benchmark in one of four categories.

10. PRINCIPAL REPORT:

A. Teacher Evaluation (TEVAL) Update:

The 2nd round of walkthroughs are done. The 2nd round of formal observations for non-tenured teachers are done.

B. Professional Development Opportunities:

Dr. Pinsonneault, the School Psychologist and Nurse attended training on physical management. The preschool staff will attend similar training in April. Professional Development will be held on Friday with a presentation on Mindfulness for Students in the morning and presentation on Dyslexia in the afternoon.

C. Current Enrollment: Enrollment is the same.

D. Other: None

11. FRIENDS OF SES REPORT:

Michelle Murray reported that the Friends of SES held the Family Winter Ball at the Scotland Fire Department Community Hall (cost \$150 to rent). Planned family events include: Game Nights, Paint Nights and an end-of-year celebration.

Wendy Sears reported that the Friends of SES will provide dinner for the teachers on the day of Parent/Teacher Conferences.

12. NEW BUSINESS:

A. 2019-20 Calendar (Action Anticipated):

The Board was presented with EASTCONN Calendar and SES draft Calendar for FY 2019-20. There is no interest from Hampton, Chaplin or RD11 to change from the EASTCONN Calendar.

#4-18/19 Motion to approve FY2019-20 School Calendar as submitted, was made by Scott Sears, seconded by Steve Kurcinik and carried unanimously.

B. Facility Use Policy:

The Board discussed the Facility Use Policy. Dr. Baran expressed concerns with having a custodian in the building alone due to safety concerns. There are other schools who use key FOBs and passwords for after-school use. Rod Perry suggested checking with the insurance company regarding key FOBs and passwords. Cassidy Martin suggested checking with Hampton, Chaplin and RD11 to see what their Facility Use Policy covers.

#5-18/19 Motion to send the Facility Use Policy back to the Policy Committee for review, was made by Steve Kurcinik, seconded by Rod Perry and carried unanimously.

C. Clarify Playup Policy:

The Board discussed the Playup Policy that must be approved by the Administration based on attendance, behavior and grades that needs to be clarified in the policy. Brynn Lipstreu suggested communicating with RD11 to abide by their guidelines. Dr. Pinsonneault suggested Parish Hill provide a list of students who are interested in the Playup program.

#6-18/19 Motion to send Policy #5135 Playup Policy back to the Policy Committee for rewording, was made by Scott Sears, seconded by Steve Kurcinik and carried unanimously.

D. Discuss return of funds to town:

Anne Stearns suggested the Administration provide a wish list for items the school could use. Brynn Lipstreu asked if anything is needed in the following areas: technology, writing curriculum and social/emotional learning.

#7-18/19 Motion for the Administration to bring a Wish List for the school to the next Board meeting, was made by Anne Stearns, seconded by Cassidy Martin and carried unanimously.

13. OLD BUSINESS: None

14. COMMITTEE REPORTS:

A. Climate Committee: No Report

B. Transportation Committee: No Report

C. Tri-Town BOE Meeting Update:

Hampton has offered dates for a Tri-Town BOE meeting to discussing pending legislation on regionalization. Representative Doug Dubitsky will be invited to attend. The Board is available March 21st and March 28th. Brynn Lipstreu will confirm the date.

D. CABE/EASTCONN:

A complaint to CABE regarding online access to the CABE manual has been resolved. It is the 50th anniversary of the ruling of Tinker vs Des Moines regarding freedom of speech that is not disruptive to learning. Districts need to establish a policy for homelessness that has increased 70%. Brynn Lipstreu has been attending the CABE Leadership Institute that has been very informative.

E. Readiness Council Report:

A policy pathway was created for other towns to join the Readiness Council. An invitation will be extended to Chaplin to join.

F. Policies Committee: No Report

G. Personnel Committee:

Negotiations will be discussed in Executive Session. Brynn Lipstreu corrected the salary increase that was reported incorrectly in Hartford as a 12% increase. The 3-year contract has a total increase of 8.35%: Year 1 - increase of 2.49%, Year 2 - increase of 2.94% and Year 3 - increase of 2.92%.

H. Technology Committee:

The next meeting will be held in May.

15. SECOND AUDIENCE FOR CITIZENS:

Michele Murray asked about math programs being offered at the school. Dr. Pinsonneault reported that Prodigy is offered for free and REFLEX is available to the entire school.

Lynn Johnson expressed concerns with the lack of consequences for students with excessive absenteeism and reported that Reading Street and her computer need updating.

16. NEXT STEP HOMEWORK ASSIGNMENTS:

- Policy Committee to review Playup Policy and Facility Use Policy

17. NEXT MEETING AGENDA ITEMS:

- FY 19-20 Budget
- School Wish List

A. Executive Session – Negotiations:

#8-18/19 Motion to enter into Executive Session (8:53 PM) for the purpose of discussing Negotiations and invite Dr. Baran to attend, was made by Scott Sears, seconded by Steve Kurcinik and carried unanimously.

The Board came out of Executive Session at 9:01 PM.

18. ADJOURNMENT:

#9-18/19 Motion to adjourn (9:01 PM) was made Steve Kurcinik, seconded by Cassidy Martin and carried unanimously.

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