

*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 5, 2019**

**Chairperson Brynn Lipstreu called the meeting to order at 7:00 PM. Present were Board members Sherry Smardon, 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 Donna Sharp.**

The Board recited the Pledge of Allegiance.

### **3. CELEBRATIONS/RECOGNITIONS:**

- Football Friday was held to celebrate the Super Bowl and went very well.
- The 100<sup>th</sup> day of school was celebrated in January with a goal to collect 100 dental hygiene products. 287 items were collected.

### **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:**

***Motion to add to agenda as Item #18C, Review Superintendent Goals, was made by Steve Kurcinik, seconded by Anne Stearns and carried unanimously.***

### **7. APPROVAL OF MINUTES:**

***#1-18/19 Motion to approve the minutes of January 8, 2019, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

### **8. FINANCE COORDINATOR REPORT:**

#### **A. Financial Report:**

96.1% of the budget is committed. Rotor Rooter was called to clean a bend in the pipe for the dishwasher. The school's snake was not long enough to reach.

#### **B. Approval of Financial Statement:**

***#2-18/19 Motion to approve the January Financial Statement, was made by Scott Sears, seconded by Steve Kurcinik and carried unanimously.***

### **9. SUPERINTENDENT REPORT:**

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

The Scotland Elementary budget is due to the town by April 9<sup>th</sup>. A Public Hearing will be held on May 1<sup>st</sup> at 7pm with a town meeting to be held on May 16<sup>th</sup> at 7pm. Outstanding items from the budget include: Paraprofessional negotiations (1<sup>st</sup> meeting will be held in late February), lock-in oil price (rates

are lower than last year at this time), research into bus fuel, Governor's budget that impacts ECS (due Wednesday, February 20<sup>th</sup>). Decreases to the budget include: Group Insurance (Insurance Company came in with a 0% increase and one person dropped the insurance), Special Education teacher salaries, Business Office (change in Finance Coordinator), electricity (loan will be done in October with potential savings of approximately \$26,000). Increases include: Tuition Public (more students attending STEM Magnet School, Special Education costs for three students), Special Education Administration, and the Audit.

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

Legal Services are over budget due to teacher negotiations with more expenses to come with Paraprofessional negotiations. Audit is over budget due to a change in auditors. Tuition Public in state is over budget due to more students attending the STEM Magnet School.

**C. Solar Panel Update:**

The January bill from Green Skies shows no cost for electricity. The school has not received solar panel student learning station to date. Dr. Baran will follow up with Green Skies.

**D. Fire Inspection Report:**

Work continues cleaning out the IT room.

**E. 2019-2020 Draft Calendar:**

The Board was presented with a draft of the 2019-20 Calendar that follows the EASTCONN Regional Calendar. Teacher prep will be held on August 26<sup>th</sup>, Professional Development will be held on August 27<sup>th</sup> and the first day for students is August 28<sup>th</sup>. The last day of school for students is Friday, June 12<sup>th</sup> and Monday, June 15<sup>th</sup> for staff. Some changes were recommended to Professional Development days that could impact transportation costs. The calendar will be presented at the March meeting for approval.

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

There were two delayed opening days with no closings. The calendar remains the same with the June 12<sup>th</sup> the last day for students and June 13<sup>th</sup> the last day for staff.

**G. Lunch Program Update:**

The average participation for breakfast was 56 per day (slightly down) and 79 per day for lunch (holding steady).

**H. Additional Superintendent Goals:**

Dr. Baran presented additional Superintendent goal on looking at and action on data from School Climate.

**I. Other:** None

**10. PRINCIPAL REPORT:**

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

A meeting was held with all teachers to review mid-year goals. The second round of classroom walkthroughs has begun and the second round of formal observations has begun for non-tenured teachers.

**B. Professional Development Opportunities:**

Speech Linda Stefon attended workshop on Phonological Disorders. Psychologist Jen Ridolfo attended workshop on testing coordinator. The staff has done training on physical management.

**C. Current Enrollment:**

Enrollment is down by four students.

**D. Other:**

Upcoming events include:

- Mohegan Grant Project assembly will be held on Wednesday, February 6<sup>th</sup>.
- Wear Red Spirit Day will be held on February 14<sup>th</sup>.
- Winter Break will be held on February 18-19<sup>th</sup>.

**11. FRIENDS OF SES REPORT:**

Michele Murray presented the Friends of SES Report. The Winter Family Ball will be held on March 2<sup>nd</sup> at the Community Hall. The 6<sup>th</sup> grade is working on fundraisers. The next meeting will be held on Thursday, February 7<sup>th</sup>.

**12. NEW BUSINESS:** None

**13. OLD BUSINESS:**

**A. Second Read Policies (Restraint & Seclusion Policy and Vehicle Idling Policy) Action Anticipated):**

Dr. Baran presented recommended revisions on Restraint & Seclusion Policy and Vehicle Idling Policy. *#3-18/19 Motion to approve the Restraint & Seclusion Policy and the Vehicle Idling Policy with noted corrections, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.*

**14. COMMITTEE REPORTS:**

**A. Climate Committee:** No Report

**B. Transportation Committee:** No Report

**C. Tri-Town BOE Meeting Update:** No Report

**D. CABE/EASTCONN:**

Anne Stearns presented list of bills proposed by EASTCONN including: regionalization of educational services and study of the cost sharing formula.

**E. Readiness Council Report:**

The next meeting will be held on January 29<sup>th</sup>.

**F. Policies Committee:**

The next meeting will be held in late February.

**G. Personnel Committee:**

The Teacher’s Contract will be discussed later on the agenda.

**H. Technology Committee: No Report**

**15. SECOND AUDIENCE FOR CITIZENS:**

Michele Murray asked for clarification on the Playup Policy and to add Facility Use Policy to the next agenda to maximize use of the gym for sports. Dr. Baran reported that approval for a student in the Playup Policy is based on academics, attendance and performance.

**16. NEXT STEP HOMEWORK ASSIGNMENTS: None**

**17. NEXT MEETING AGENDA ITEMS:**

- Facility Use Policy
- Discuss School Needs
- Clarify Playup Policy

**18. EXECUTIVE SESSION ANTICIPATED:**

***#4 18/19 Motion to enter into Executive Session (7:50 PM) for the purpose of discussing Proposed Transportation Contract, Proposed Contract with the Scotland Education Association and Superintendent Goals, was made by Sherry Smardon, seconded by Steve Kurcinik and carried unanimously.***

- A. Review Proposed Transportation Contract with Savino Transportation**
- B. Review Proposed 2019-2020 to 2021-2022 Contract with Scotland Education Association**
- C. Review Superintendent Goals**

The Board came out of Executive Session at 8:27 PM.

**19. NEW BUSINESS:**

**A. Transportation Contract with Savino Transportation (Action Anticipated):**

***#5-18/19 Motion to approve the bus transportation agreement between Scotland Board of Education and Savino Transportation Inc. 2019/2020 to 2021-2022 as presented, was made by Sherry Smardon, seconded by Anne Stearns and carried unanimously.***

**B. 2019-2020 to 2021-2022 Contract with the Scotland Education Association (Action Anticipated):**

***#6-18/19 Motion to approve the contract between the Scotland Board of Education and Scotland Education Association 2019-2020 to 2021-2022 as presented, was made by Sherry Smardon, seconded by Scott Sears and carried unanimously.***

**20. ADJOURNMENT:**

***#7-18/19 Motion to adjourn (8:28 PM) was made Sherry Smardon, seconded by Rod Perry and carried unanimously.***

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