

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 2, 2024

Cassidy Martin called the meeting to order at 7:00 PM. Board members present were Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin, Kaitlyn Shafer and Lisa LaBelle. Administrators present were Superintendent Valerie Bruneau and Principal Ann Knowles. Others present was Nick Caruso (CABE). The Board recited the Pledge of Allegiance.

2. COMMENTS FROM THE PUBLIC: None

3. COMMUNICATIONS TO THE BOARD: None

4. APPROVAL OF MINUTES

- **Regular Meeting of December 5, 2023:**
#1-23/24 Motion to approve December 5, 2023 regular meeting minutes, made by Gracie Martin, seconded by Kaitlyn Shafer and carried unanimously.

5. OPPORTUNITY TO ADD OR DELETE AGENDA ITEMS: None

6. CELEBRATIONS: Happy New Year

7. REPORTS

A. Chairperson’s Oral Report: No Report

B. Superintendent’s Report: No Report

C. Principal’s Report:

- Enrollment is at 101 students.
- NYAEC reports submitted (opens a 6-month window for visitation - hoping for April/May).
- The next PD will be held in February and focus on supporting all students with key speakers (Bloom – behavior and autism; OT; Special Ed Director - policies and processes for referrals).
- The kids are going outside.

D. Special Education Report:

Maggie Pearson is a wonderful asset filling in for Sue Costa (working in-person on Fridays - compliance in all areas).

E. Financial Report and Contract Updates:

Lisa LaBelle asked why Bus Transportation is at 101% spent (Clark noted some of the encumbrance is not reduced when bill is paid that may show the line as overspent - encumbrance is an estimate of expected expense).

#2-23/24 Motion to approve Financial Report:

Motion to approve the Financial Report, made by Clark Stearns, seconded by Lisa LaBelle and carried unanimously.

F. PTO:

The PTO is planning a Movie Night 3 weeks from now. The Christmas Tree was taken down on the Town Green (lights are still up).

G. Shared Services updates:

Scotland and Hampton received the After-School Grant and will alternate monthly to share activities with transportation provided (February will be animal programs with the Lutz Museum).

- Cassidy Martin asked about the insurance (meeting dates set for the Consortium, looking at possible increase from 8-15% - First Selectman and RD11 Interim Superintendent willing to look at other options).

H. Liaison Reports including Readiness Council:

Curriculum & Instruction – Kaitlyn and Beth will meet with the Principal to discuss what’s in place.

EASTCONN - Click received a \$200,000 Food Service Grant and has partnered with EASTCONN to expand processing capabilities to enable more local farms to supply local foods to students.

- A CAFE Legislative Breakfast will be held on January 31st at Somers High School from 8-9am for Area 3 schools (includes: Scotland, Chaplin, Marlborough, Tolland, Vernon).
- A Town Hall Meeting on Education for RD11, Scotland, Hampton and Chaplin will be held at the Chaplin Town Hall on January 10th at 6pm with State Representatives Doug Dubitsky and Pat Boyd.

8. BOARD BUSINESS

A. Item: CAFE Visit (Discussion):

Nice Caruso from CAFE presented Board Roles & Responsibilities including: new Board members must receive training within first year of service (this presentation qualifies), maintain good public elementary and secondary schools; provide quality education; provide educational activities to best serve the interests of the school; oath of office (state official functioning at local level); provide equal opportunity for each child; finance the school at a reasonable level (MBR); provide opportunities for interaction with other students from other racial/ethnic/economic backgrounds; adhere to mandates; provide appropriate learning environment; set policies (support Superintendent providing needed resources); evaluate the Superintendent annually; itemized estimate of expenditures (budget); communications to the Board with Chain of Command.

- Cassidy Martin asked about Board Retreats (Nick will followup with information).

B. Item: 1st Policy Read (4117.6 Discussion):

The Board was presented with new policy regarding Exit Surveys for teachers leaving voluntarily (will be presented at the February meeting for approval).

C. Item: Calendar SY24-25 (Discussion and Anticipated Action):

The Board was presented with SY24-25 School Calendar for review.

#3-23/24 Motion to approve Scotland Elementary SY24-25 School Calendar, made by Gracie Martin, seconded by Brittany Santiago and carried unanimously.

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 February 6, 2024
- Items for Next Meeting and Assignments – Opening Statement, Board Newsletter

13. ADJOURNMENT:

#4-23/24 Motion to adjourn (9:11 PM) made by Clark Stearns, seconded by Brittany Santiago and carried unanimously.

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