

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

### Regular Meeting Minutes

March 4, 2025

Chair Cassidy Martin called the meeting to order at 6:30 PM. Board members present: Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin, Kaitlyn Shafer, Lisa LaBelle. Administrators present: Superintendent Valerie Bruneau, Principal Ann Knowles, Special Ed Director Dawn Davis (online).

The Board recited the Pledge of Allegiance. The Chair read the Intro Statement.

2. **COMMENTS FROM THE PUBLIC:** None

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

4. **APPROVAL OF MINUTES:**

- **Regular Meeting of February 4, 2025:**

*#1-24/25 Motion to approve February 4, 2025 regular meeting minutes, made by Brittany Santiago, seconded by Kaitlyn Shafer and carried with abstention by Gracie Martin.*

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

6. **CELEBRATIONS:**

- Just finished Meet & Greet that was well attended.
- March is Board Appreciation month – Board thanked with goodie bags in appreciation of all they do for Scotland Elementary School.

7. **REPORTS:**

A. **Chairperson’s Oral Report:** None

B. **Superintendent’s Report – grant & facilities update, enrollment projections & potential staffing considerations, preliminary budget numbers:**

- No new grants.
- Floors from water damage will be done over April vacation. Clark Stearns asked about compensation from the insurance company (CIRMA paid for everything except \$2,500 deductible, provided receipts for expenses with backup data (including extra oil consumed and overtime) - received compensation put towards the deductible).
- 2 rooms left putting AC in classrooms (Special Ed) – will be done over April vacation (all rooms utilized as classrooms will have AC). Will look at replacing window ACs in PreK next year.
- Gym floor should have been stripped before recoating last time it was done - visible flaws and peeling underneath (getting quotes for recoating and separate price to strip & recoat – would like to see the gym used more by the town).
- BOS approved appropriation for HVAC mandatory inspection from Capital account (keeps budget close to zero with small surplus to go into 2% Non-Lapsing account) and HVAC for 2 rooms from Capital account (will also ask for floor recoating if Board approves).
- Sent letter to the union regarding Insurance Consortium set to go up 22% with ConnectiCare - went out to bid. Received bids from Anthem, United Healthcare, State Partnership (selected Anthem with 0.5% increase and 98% renewal rate).

- Enrollment expected to be lower next year with 17 - 6<sup>th</sup> graders graduating (more than Hampton and Chaplin). Came up with 4 scenarios regarding staffing (Special Ed needs, Behavioral needs, where to put people with Retirement Incentive declined, PreK needs) and asked the staff for feedback – received a lot of positive feedback. Model selected keeps most of the staff (lose 1 teacher, lose 1 para hired from outside, lose a classroom merging 2/3 - will receive primary instruction by proper level).
- Presented preliminary budget with 0% increase for review (will be on April agenda as action item).

**C. Principal's Report – curriculum & instruction updates:**

- Lower numbers with 6<sup>th</sup> graders going to Parish Hill (Scotland – 17, Hampton - 8, Chaplin – 16). Trying to get PreK enrollments (have 1 classroom with space for 2) with marketing plan for out of towners - Sprague and Canterbury have ½ day PreK.
- Spirit Week with Read Across America – National Reading Month (Dr. Seuss theme-lots of story time).
- Continue to review Math curriculums for next year (hoping for selection by end of month).
- Parent/Teacher Conferences - Thursday and Friday.
- Strong involvement in family events - families feel more connected (teachers attended Meet & Greet). St. Patrick's Day event coming in March.
- Gym used almost 5 days a week (Yoga - 8 participants and Basketball Team – now have Travel Team).
- Strong involvement in fitness (gym teacher pushing to pass test this year) - also have Fitness Club.

**D. Special Education Report:**

Census – 22 with IEPs, 1 – in referral process, 5 with 504 plans (at 25%). Projecting 20 with IEPs for next year (losing 2 with IEPs with 6<sup>th</sup> grade exiting). Speech and Language time reduced.

**E. Financial Report:** Tabled until the next meeting.

**F. Shared Services updates:** None

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

EASTCONN – Monthly speaker-SES School Readiness liaison spoke about integrating play into curriculum.  
Advocacy – The State voted down Special Ed funding (Cassidy would like to start a letter from the Board together with other Boards of Education to send to Legislators and the Education Committee).

**8. BOARD BUSINESS:**

**A. Item: Policies Update (Discussion & Possible Action):**

CABE on track (should be done by April – will send report).

**B. Item: Update on Audit 2023-24:** BOS voted to put surplus into 2% Non-Lapsing account.

**9. OLD BUSINESS UPDATES - Newsletter:** Went out last month (will resend).

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

**11. OTHER ACTION ITEMS:** None

**12. UPCOMING MEETINGS:**

- Regular Board Meeting April 1, 2025 at 6:30pm
- Items for Next Meeting and Assignments: Policies updates, budget

**13. ADJOURNMENT:**

*#2-24/25 Motion to adjourn (7:39 PM) made by Brittany Santiago, seconded by Clark Stearns and carried unanimously.*

*Respectfully submitted by Kathleen Scott  
Recording Clerk*