

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
January 7, 2025

Chair Cassidy Martin called the meeting to order at 7:00 PM. Board members present: Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin (online), 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 December 3, 2024:**

#1-24/25 Motion to approve December 3, 2024 regular meeting minutes, made by Brittany Santiago, seconded by Kaitlyn Shafer and carried with abstentions by Clark Stearns and Lisa LaBelle.

5. OPPORTUNITY TO ADD OR DELETE AGENDA ITEMS:

#2-24/25 Motion to add to agenda as Item 11A – Executive Session for the purpose of discussing Legal Matters, made by Cassidy Martin, seconded by Kaitlyn Shafer and carried unanimously.

6. CELEBRATIONS: Happy New Year!

7. REPORTS:

A. Chairperson’s Oral Report: None

B. Superintendent’s Report – grant & facilities update, enrollment projections & potential staffing:

- Sprinkler head froze December 23rd flooding front foyer damaging drywall, hallway and cafeteria floor (needs replacement), carpets (foyer, main office, Superintendent’s and Principal’s office – needs replacement), one box system in alarm (needs replacement). Insurance should cover everything (\$2,500 deductible) - work should be completed in 3 weeks. Close inspection of sprinkler heads not included in plan (will work with Impact Fire to develop a more comprehensive inspection plan).
- CABE almost done with 1st phase of reviewing policies (working on checklist).
- Fiscal Audit almost done with final draft recommendation (need to send letter to Board of Selectman asking to put any excess surplus into 2% BOE Non-Lapsing account). Clark Stearns asked for audit presentation to the Board.
- In addition to Hampton, Chaplin and Pomfret interested in joining Scotland ESY (Cassidy suggested asking Sprague).
- Roof inspected – found few more areas in PreK that need patchwork (waiting for quote).
- Draft budget will be presented next month (working on definitive numbers for PreK and K).

C. Principal’s Report – curriculum & instruction updates:

- Enrollment at 88 students (total 96 students with 1 outplacement, 7 STEM students). 17 – 6th graders graduating to Parish Hill (working with Deb on marketing information for PreK).
- Looking to increase academic performance (excited to see more writing and longer attention spans). Teachers doing mid-year assessments (review at January 17th PD and discuss new Math curriculum).

- Holiday Music Celebration was a stamp card event. 24 families hit 10 events and entered into grand prize drawing (3 families won gift packages). Family engagement is very strong.

D. Special Education Report:

Census - 20 students (1 - outplacement, 4 - referral process, 6 – 504 plans). Looking at case management, assignments, how services delivered with shrinking numbers. Started planning student transition to PH.

E. Financial Report:

Switched over to Paychex (new payroll company). 42% of budget spent to date. Clark Stearns asked about: any savings for 1000 Regular Instruction - Benefits Medical & Other (expect all to be spent); nothing spent for 2230 Technology - Other Prof. Services (EASTCONN Services); over spent for 2310 BOE - Other Prof. Services (CABE Policies Audit - Valerie will confirm all 3 items with Finance Manager).

#3-24/25 Motion to approve January Financial Report, made by Lisa LaBelle, seconded by Brittany Santiago and carried unanimously.

F. Shared Services updates:

Covered ESY. Superintendents meeting regionally with some districts looking into long-term planning for Special Ed Services through SESC (like EASTCONN with regional services).

G. Liaison Reports including Readiness Council:

- EASTCONN liaison is Beth Troeger (need to discuss liaison job descriptions).
- Suggestions for next BOE Newsletter – Update on Revised Policy Manual, Board Training held at CABE Conference, link to town-wide email (hope to be up and running in February).

8. BOARD BUSINESS:

A. Item: Calendar 25/26 school year (Discussion & Possible Action):

Will vote on draft 25/26 school year calendar next month (waiting for input from Teacher’s Union).

B. Item: Meet & Greet (Discussion):

Discussed suggestions including: hosting Movie Night or Bingo Night, display of pictures from the year, board games. The date will be March 4th at 4:30pm with dinner provided (will discuss details next month).

C. Item: Policy Update (Discussion): Covered already

9. OLD BUSINESS UPDATES - Newsletter: Covered already

10. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS: None

11. OTHER ACTION ITEMS:

A. Executive Session for purpose of discussing Legal Matters:

#4-24/25 Motion to enter into Executive Session (8:00 PM) for the purpose of discussing Legal Matters, made by Brittany Santiago, seconded by Kaitlyn Shafer and carried unanimously.

The Board came out of Executive Session at 8:23.

12. UPCOMING MEETINGS:

- Regular Board Meeting February 4, 2025 at 6:30pm - Please note new start time for BOE meetings
- Items for Next Meeting and Assignments: Policies updates

13. ADJOURNMENT:

#5-24/25 Motion to adjourn (8:33 PM) made by Clark Stearns, seconded by Kaitlyn Shafer and carried unanimously.

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