

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

February 4, 2025

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

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 January 7, 2025:**
#1-24/25 Motion to approve January 7, 2025 regular meeting minutes, made by Kaitlyn Shafer, seconded by Lisa LaBelle and carried unanimously.

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

6. **CELEBRATIONS:** None

7. **REPORTS:**

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

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

- Still working with Afterschool Grant that ends in June (no other new grants).
- Repairs after flooding – new carpet in foyer and administration offices, foyer sheetrocked and cleaned up (lights go back up this weekend), waiting for new tile for lobby to the gym (including cafeteria).
- Communication and phone system last redone about 10 years ago. Working with EASTCONN to figure out what is a necessity (funds would come out of Capital Improvement).
- Concerns with enrollment numbers (working on changes for next school year). Need to solidify numbers for PreK and merge grades 2-3 (staff notified).
- Don't have accurate draft budget – trying to keep at 0% increase (based on enrollment and staffing, insurance). Insurance mid process with ConnetiCare coming in at 23% increase this year (shopping around for better price).
- Board presented Audit Summary with \$72,000 surplus (\$47,000 to BOE Non-Lapsing Account, remainder returned to the town – asked BOS to put in Capital Expenditures), and handouts including: What schools should do if ICE shows up at the front door, CAFE Legislative Priorities for the year, 2025 State Agenda, CAPSS Legislative Proposals, CAFE – more detail on priorities.

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

- Celebrated 100th day of school yesterday. Participating tomorrow in Global School Play Day with no technology (unstructured, can bring in 1 item from home to share, station with karaoke volunteered by Mrs. Shafer, outdoor activities).
- Continuing with family engagement (incredible attendance by parents, grandparents, and students bringing their friends). Bingo had 98 people and is a stamp card event (prize drawing in June).

- In process of selecting new Math curriculum (2 teachers piloting – will report in April).
- PD next Friday with presentation on working with children with trauma in their background.
- Preparing for SBAC (starts last week of April).

D. Special Education Report:

20 students with IEPs (2 referrals). Being creative with programming for significant needs that come up.

E. Financial Report:

54% of budget spent to date. Clark Stearns asked about being overbudget for the following: 53020 Legal Services-General Administration (negotiations), 53400 Other Professional Services-Business (new Payroll Service), 53310 Audit – General Administration (request from former 1st Selectman for school to be reported in a certain way).

#2-24/25 Motion to approve January Financial Report, made by Lisa LaBelle, seconded by Kaitlyn Shafer and carried unanimously.

F. Shared Services updates: Covered already (Insurance Consortium).

G. Liaison Reports including Readiness Council:

EASTCONN - Looking for completed budgets from individual towns.

Advocacy – Special Ed funding is big in Legislative Session. Looking at Excess Cost and ECS funding (reformulated - will lose funding). Can write letter to legislators with other towns to identify issues.

School Readiness – Lots of changes with switch to Early Start (received funding for next year).

8. BOARD BUSINESS:

A. Item: Approve Teacher’s Contract (Discussion & Possible Action: Contract is fair.

#3-24/25 Motion to approve Teacher’s Contract, made by Lisa LaBelle, seconded by Kaitlyn Shafer and carried with abstention by Brittany Santiago.

B. Item: Update on Audit (Discussion & Possible Action: Covered already

C. Item: Calendar 25/26 school year (Discussion & Possible Action): Lines up with PH, Chaplin, Hampton.

#4-24/25 Motion to approve 25/26 School Calendar, made by Lisa LaBelle, seconded by Kaitlyn Shafer and carried unanimously.

D. Item: Plan & Schedule Meet & Greet (Discussion & Possible Action):

Meet & Greet will be March 4th at 4:30pm with Pasta Dinner (can use Afterschool Grant funding), board games, and Parking Lot Board with sticky notes for ideas, thoughts, questions (Beth suggested something with prizes where all kids win – kids receive a ticket for talking to a Board member to purchase what they want from the cup cart).

9. OLD BUSINESS UPDATES - Newsletter: Reviewed draft winter Newsletter to go out (add Meet & Greet).

10. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS: None

11. OTHER ACTION ITEMS: None

12. UPCOMING MEETINGS:

- Regular Board Meeting March 4, 2025 at 6:30pm
- Items for Next Meeting and Assignments: Policies updates, Meet & Greet (4:30pm), CABE Audit update

13. ADJOURNMENT:

#5-24/25 Motion to adjourn (7:39 PM) made by Kaitlyn Shafer, seconded by Lisa LaBelle, and carried unanimously.

*Respectfully submitted by,
Recording Clerk Kathleen Scott*