

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

May 7, 2024

Cassidy Martin called the meeting to order at 7 PM. Board members present were Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin, Kaitlyn Shafer (online) and Lisa LaBelle. Administrators present were Superintendent Valerie Bruneau and Principal Ann Knowles.

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

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

**3. COMMUNICATIONS TO THE BOARD:**

Resignation received from Gym Teacher Nate Musser effective the end of the current school year.

**4. APPROVAL OF MINUTES**

• **Regular Meeting of April 2, 2024:**

*#1-23/24 Motion to approve April 2, 2024 regular meeting minutes, made by Gracie Martin, seconded by Lisa LaBelle and carried with abstention by Clark Stearns.*

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

**6. CELEBRATIONS – STUDENT UPDATES:**

Kindergarten was videotaped and presented through Zoom with teacher Claudia Mendoza showcasing the classroom including the Quiet Corner for Reading.

**7. REPORTS**

**A. Chairperson’s Oral Report:**

- Rose Khourie Scholarship will not be offered this year (working on for next year).
- The Board was asked to consider hosting a dinner meeting for all 4 BOEs to talk about updates (available dates of July 22<sup>nd</sup>, July 27<sup>th</sup>, or August 6<sup>th</sup> - Gracie will reach out to the other 3 BOEs).

**B. Superintendent’s Report:**

- Nameplates for meetings ordered at the request of the Board Chair.
- Summer ESY (9 SES students and 9 HES students) will be held for 3 weeks with BCBA Services through Bloom and PreK Boot Camp.
- Afterschool Grant observation visit went well – impressed with the building and pleased with the different activities. Students will get bags at the end of the year with variety of summer activities including brain quests and gift cards for family activities such as the Movie Theater or Urban Air.
- Dawn Davis is the new Special Ed Director (Consultant Interim until the end of the school year).
- Custodians – 2 part-time (both are full-time custodians elsewhere) and Head Custodian Chris Babineau with general maintenance background (starts next week).
- Looking at PE position (2 applicants who finished student teaching are interested).
- Paras 30-day trial working very well (will be able to offer full-time end of the school year). Working over the summer on Para PMT Training (\$5,000 Grant).
- Small Town Read to Write Grant (for Inter Reading, covers salary for specialist to tutor K-3 reading).
- Thanks to Ann and the PreK teacher for a great NAEYC visit.

**C. Principal's Report:**

- NAEYC is finished with a successful visit and no safety concerns (full report expected in up to 3 months - continue to maintain classrooms the same way).
- SBAC starts next week for grades 3-6 (completing practice tests, getting acclimated to computers – working on typing skills, working hard on vocabulary).
- A lot of sickness has resurfaced making it challenging with attendance.
- May is a busy month with family events, Science fun, Samuel Huntington Museum show and tell, Rolling Tomato Pizza (May 9<sup>th</sup> at 4:30pm), activities with the PTO, Carnival next week, Field Trips (Sturbridge Village).
- Great to have Board representation at the Spring Fest with Cassidy volunteering.

**D. Special Education Report:**

Dawn Davis coming in on Fridays to do PPTs and reaching out to families (great communicator). 6<sup>th</sup> grade visited Parish Hill (transition meetings scheduled).

**E. Financial Report:**

77.2% of the budget spent to date. Unexpected issues include: well pump #2 not working (replaced pump), phones not working (replaced chip), and leaking water fountain (will replace with fountain that can fill water bottles). The cost for all 3 projects is about \$15,000 (should be covered in the budget, First Selectman approved use of Capital Account if needed). General inspection of the roof will be done in the summer - replaced ceiling tiles in 2 areas after heavy rain. Clark Stearns asked about heating oil overbudget and if tank filled recently (Val will check on overage, oil tank filled).

***#2-23/24 Motion to approve Financial Report dated April 30, 2024, made by Gracie Martin, seconded by Lisa LaBelle and carried unanimously.***

Kaitlyn Shafer left the meeting.

**F. Shared Services updates:** Sharing ESY with Hampton.

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

Regional Issues - Andy Skarzynski hired as Superintendent for RD11 (current Superintendent of Hampton).

- Lisa LaBelle asked about the Health Fair (planning on for the fall – will reach out to Parish Hill and Hartford Healthcare) and is part of Coalition with United Services doing lots of outreach for Chaplin, Brooklyn, Ashford – will include Scotland (many resources and parent education).

Policy – Policy Manual contains many policies copied and pasted from CAFE that are not required or recommended (Board will work on removing policies not needed).

School Readiness – will not meet until September.

PTO – thanks to Cassidy for attending the Spring Fest. Over \$600 was raised from the last fundraiser.

Stop by the Teacher's Lounge to check out the new Coffee Station (thanks to the Santiagos) for Teacher Appreciation. Bingo Night will be held on May 17<sup>th</sup> with pizza at 5:30pm. Call for volunteers for Field Day on June 7<sup>th</sup> to cover the 16 stations setup by Mr. Musser. PTO will be at the Parish Hill Spring Fling on June 1<sup>st</sup>.

**8. BOARD BUSINESS**

**A. Item: Second read – Kindergarten policy (Discussion & Action):**

***#3-23/24 Motion to adopt Policy 5112 Admission to Public Schools at or Before Age Five, made by Clark Stearns, seconded by Lisa LaBelle and carried unanimously.***

**B. Item: Second read IED policy (Discussion & Action):**

***#4-23/24 Motion to adopt Policy 4111.3 IED Plan, made by Gracie Martin, seconded by Lisa LaBelle and carried unanimously.***

**9. OLD BUSINESS UPDATES - Newsletter:** Next issue will go out in August.

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

**11. OTHER ACTION ITEMS:** Confirm date for 4 BOE's Dinner Meeting.

**12. UPCOMING MEETINGS**

- **Regular Board Meeting June 4, 2024**
- **Items for Next Meeting and Assignments: Policies updates, Superintendent Review & Contract, Board Review (July)**

**13. ADJOURNMENT:**

*#5-23/24 Motion to adjourn (8:17 PM) was made by Lisa LaBelle, seconded by Brittany Santiago and carried unanimously.*

*Respectfully submitted by Kathleen Scott  
Recording Clerk*