

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**  
**September 3, 2024**

**Cassidy Martin called the meeting to order at 7:02 PM. Board members present were Clark Stearns, Brittany Santiago, Beth Troeger, Gracie Martin, Kaitlyn Shafer and Lisa LaBelle. Administrators present were 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 July 9, 2024 and August 6, 2024:**  
*#1-24/25 Motion to approve July 9, 2024 regular meeting minutes, made by Lisa LaBelle, seconded by Gracie Martin and carried with abstention by Gracie Martin.*
- *#2-24/25 Motion to approve August 6, 2024 regular meeting minutes, made by Lisa LaBelle, seconded by Beth Troeger and carried with abstention by Clark Stearns.*

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

**6. CELEBRATIONS – NEW HIRES, STUDENT UPDATES:**

Welcome to new hires presented by video – Assistant Librarian Jen Ladd, paraprofessional Tanya Viteritto, Registered Behavior Technician Brittany Malik from Bloom, Finance Office Bookkeeper Natalie Becotte, Social Worker Dr. Jara Rijs.

**7. REPORTS**

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

**B. Superintendent’s Report – grant & facilities updates:**

- Cassidy Martin attended BOS meeting – received approval for 2% BOE Non-Lapsing Account (can transfer up to 2% of budget surplus into this account).
- The Board is signed up for the CABA Convention in November.
- Mandatory HVAC inspection done and good until 2029 (waiting for report) – will schedule mandatory Asbestos inspection after completion.
- In the process of switching to a payroll service (more effective and efficient).
- Thank you received from the teachers and paras for chocolates left in their mailbox.
- Afterschool Grant (\$75,000) activities start next week with one family-based activity per month starting with Family Puzzle on Thursday (all Board members welcome to attend).
- Shared services with the librarian will bring back ability for library to be a library.
- Working on the School Safety Plan (due in October).
- Custodian Annie decided to leave (replaced by Ryan Hutchinson – started today). Kaitlyn Shafer asked if any resignations in August (Sue Martineau retired). Clark Stearns asked how many new staff this year (a lot, started fully staffed this year).

- Community Wellness and Resource Fair will be held on October 19<sup>th</sup> from 10am – 1pm. Confirmed vendors include: Hartford Healthcare, Natchaug, Scouts (popcorn machine and gaga pit), Kevin Ring (Samuel Huntington Museum), Town Hall, Fire Department, John Beck (Code Red signups), Library, National Guard (enlistment increased to age 42, offers Leadership Program, base being built in Putnam), Parenting Services, Eastern Highland Health District (flu clinic for kids 4 and up, limited amount for adults). Kaitlyn Shafer suggested contacting the Civil Air Patrol (offers Science lessons, teaches how to fly gliders, learn how to be a pilot).

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

- Off to a great start with opening day for all staff and educators (excited to be back and embracing theme of Adventure & Exploring).
- Enrollment is at 96 students (lost 2 to homeschooling).
- Professional Learning done up front including: new Title 9 Training and Seizures Training, 3-2-1 (online training for paras – can choose their topic), Into Reading live trainer (huge success).
- Partnering with Parish Hill for Enrichment - 6 advanced 6<sup>th</sup> grade students attending Parish Hill for 7<sup>th</sup> grade Math (extended enrichment here at SES for Spanish and Typing - moving on to the Invention Convention and 3D Design) and Sports - Soccer open to 5<sup>th</sup> and 6<sup>th</sup> graders from Scotland, Hampton and Chaplin (9 students interested – 6 from Scotland).
- Library Day will be held on Mondays for PreK – 6.
- Completed mandated CPR and First Aid certification for all staff (good for 2 years).

**D. Special Education Report:**

- All student services positions filled, IEPs setup, related services in place (shared with other settings).
- 3-2-1 Insight (paraeducator training sampled at PD held on Friday).
- Attending Back to School Meeting for Directors on Friday.
- Meetings held with the team once a month (1<sup>st</sup> meeting tomorrow).

**E. Financial Report:**

9.2% of the budget spent to date with unexpected expense to replace Walkie Talkies (batteries more expensive). Clark Stearns asked about surplus on the tax lines (not everyone has the same deductions). ***#3-24/25 Motion to approve Financial Report, made by Lisa LaBelle, seconded by Kaitlyn Shafer and carried unanimously.***

**F. Shared Services updates:**

Shared services include: Librarian (promote use of the Public Library), Speech Pathologist, Music Teacher (with Eastford and Andover), para (through Bloom), part-time Custodian (also in another district).

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

Reminder posted about open slots in PreK for out-of-town children that don't require extra services.

**8. BOARD BUSINESS:** Will review Board Evaluation next month.

**9. OLD BUSINESS UPDATES: Newsletter**

Valerie Bruneau presented draft Newsletter that includes introduction of the Board and how someone can offer input or feedback (will post on the website and go out to all school families – Beth suggested posting on Facebook). Clark Stearns suggested noting the Chair and Vice-Chair. Kaitlyn Shafer suggested posting a link or QR Code to Zoom Meetings for more public involvement.

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

**11. OTHER ACTION ITEMS:** None

**12. UPCOMING MEETINGS**

- **Regular Board Meeting October 1st, 2024**
- **Items for Next Meeting and Assignments: Policies updates, Review Board Evaluation**

**13. ADJOURNMENT:**

***#4-24/25 Motion to adjourn (7:58 PM) made by Kaitlyn Shafer, seconded by Gracie Martin and carried unanimously.***

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