

*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**  
**Meeting Minutes**  
**January 10, 2012**

**Acting Chair Sherry Smardon called the meeting to order at 7:02 PM. Present were Board members Rod Perry, Steven Kurcinik, Sean McVean and Scott Sears. Administrators present were Superintendent/Principal Dr. Paul Blackstone. Unable to attend was Board member Lou Herman and Finance Coordinator Donna Sharp.**

**2. BOE VACANCY:**

The vacancy was not filled due to lack of candidates.

**3. CELEBRATIONS:**

- 6<sup>th</sup> grader Chace Hall won the Geography Bee with 6<sup>th</sup> grader Dakota Melvin as the runner up. Chace Hall took the test for the state finals. The Geography Club was held with Ms. Sullivan.
- Thanks to Mr. Coporale for the Winter Holiday Concert that was standing room only with incredible support from parents and staff.

**4. WRITTEN COMMUNICATIONS:**

- A holiday card was received from the First Selectman.
- An invitation was received from Vernon Public Schools to a legislative breakfast. The breakfast will be held on February 2<sup>nd</sup> from 7:30-9am. An RSVP is needed for any Board member interested in attending.

**5. COMMUNICATION WITH THE AUDIENCE: None**

**6. ADDITIONS TO AGENDA-ADDITIONAL BUSINESS MAY BE CONSIDERED AT A REGULAR MEETING UPON A 2/3 VOTE OF THOSE MEMBERS OF THE BOARD PRESENT AND VOTING, PER STATE STATUTE.**

Rod Perry requested a template of information from the Superintendent including a change in the school census by class size.

**7. APPROVAL OF MINUTES:**

*Motion to approve the regular meeting minutes of December 6, 2011, was made by Rod Perry, seconded by Steven Kurcinik and carried unanimously.*

*Motion to approve the special meeting minutes of December 21, 2011, was made by Steven Kurcinik, seconded by Scott Sears and carried unanimously.*

**8. APPROVAL OF FINANCIAL STATEMENT:**

41% of the budget has been spent to date. State funding for IDEA has been reduced by \$2,767. A new competitive grant was received in the amount of \$4,000. The ED001 has been submitted. Rod Perry asked for Donna Sharp to review the layout of the financial report at the next meeting. ***Motion to approve the Financial Statement dated January 10, 2012, was made by Steve Kurcinik, seconded by Scott Sears and carried unanimously.***

**9. PRINCIPAL & SUPERINTENDENT INFORMATION:**

- The Fire Drill was held with the identification of missing people. There are plans to do a drill with the fire department in March or April with a smokehouse.
- An updated report was sent to the office of Civil Rights for an ongoing project. A consultant was here in January and will survey the staff, parents and students and will run forums on school climate.
- There was a great turnout at the Holiday Concert and the students sang their hearts out.
- The 1<sup>st</sup> awards assembly was held with 2 High Honors students and 20 plus Honors students. Students are working hard on their achievements. There were 50 students with no absences the first marking period.
- The Student Council painted lines for games such as hopscotch on the blacktop. This Friday, 6 students will be attending the Leadership Academy at Three Rivers Community College with Ms. Ridolfo.
- There will be a Kindness Garden for students that do something nice that will be written on a little flower.
- Preparations are being done for the common core state standards that CT has adopted as part of state consortium and will involve teaching in a different way. It is a big initiative that begins with Language Arts. There is training at EASTCONN for Language Arts and Math. The cost to send 4 teachers for Language Arts and 4 teachers for Math plus the cost of substitutes is \$2,500.
- Curriculum Night will be held on January 19<sup>th</sup> with a PBIS overview and a video slideshow from each teacher.
- The Science Fair will be held on March 1<sup>st</sup>/2<sup>nd</sup>. Parent/Teacher Conferences will be held on March 1<sup>st</sup>.
- Enrichment Clusters will be held on Friday afternoons in May. Anyone with hobbies that they would like to present is encouraged to participate.
- PBIS training will be held this Thursday.
- The Lion's Den is up and running with tickets rewarded for good behavior.
- Professional Development will be held this Friday on the John Collins and Empowering Writer's writing programs. Accomplished writer Bob Atwell will be in attendance.
- Dr. Blackstone and the Technology Coordinator attended a technology conference. The technology plan needs to be submitted to EASTCONN in March and will be brought to the Board for approval.
- The copier contract expired. Dr. Blackstone presented a proposed contract from Xerox. Two copiers will be replaced with a cost savings of \$100 per month. Rod Perry suggested getting a quote from company that the town hall deals with for possible cost savings.
- The Special Education survey has been completed.
- The Safety Team attended a workshop on the Science Lab, created a new procedure and purchased a fire extinguisher. A radon test will be conducted in February.
- The well issue has been corrected and water pump filters were changed.
- A NED Assembly was held promoting never giving up and doing your best.
- The 2<sup>nd</sup> and 6<sup>th</sup> grade attended a field trip at Chaplin Elementary with an enrichment activity on dinosaurs and Ancient Egypt.

- The PreK and Kindergarten classes visited the library.
- The Italian Bistro will be held on February 10<sup>th</sup> at the Scotland Fire Department Community Hall.

**10. PTO REPORT:** No Report

**11. NEW BUSINESS/OLD BUSINESS:**

**A. 2012-2013 Preliminary School Budget:**

Dr. Blackstone presented preliminary budget that includes full-time Principal position, increase for Psychologist and addition of TAG that was funded by REAP last year. The budget does not include increase for paraprofessionals due to pending negotiations. The Superintendent position has been reduced to part-time.

**B. Committee Appointments:**

CABE/EASTCONN – Steve Kurcinik

Education & Board Policies – Rod Perry, Steve Kurcinik, Sean McVean

Personnel & Supervision Policies – Sherry Smardon, Rod Perry, Steve Kurcinik

Transportation – Sherry Smardon, Scott Sears, Steve Kurcinik

Curriculum Committee/Special Education – Lou Herman, Scott Sears, Sean McVean

Technology – Lou Herman, Steve Kurcinik

Gym Use Committee/Facilities Committee – Scott Sears, Steve Kurcinik, Sherry Smardon

**C. Generator & Surge Suppressor (Action Anticipated):**

Two proposals were received for the Generator & Surge Suppressor. Proposal from Paquet for \$9,850 includes: surge protector, rewiring walk-in refrigerator and freezer, some electrical circuits, adding lights and outlets to maintain office, making phone system operational. It does not include alarm system. Proposal from Lapine for \$8,735 includes: surge protection on each panel, phone system, security system, worker on the refrigerator and freezer. Rod Perry suggested contacting Lapine to clarify in writing what is not covered.

**D. School Readiness Committee Appointment (Action Anticipated):**

Scott Sears will be the representative for the School Readiness Committee.

**E. Playscape:**

A 50/50 basket was held at the holiday concert. Thanks to Ms. Schenk who won the raffle and donated her winnings to the playscape.

**F. School Cell Phone (Action Anticipated):** Tabled

**G. Roof Project:**

Sherry Smardon will contact list of names provided by the First Selectman to setup a meeting.

**H. BOE School Web Page:**

The web page for the BOE will be referred to the Technology Committee.

**12. INFORMATION ITEMS/UPDATES:**

**A. School Readiness:** No Report

**13. COMMITTEE REPORTS:**

A. **CABE/EASTCONN:** No Report

B. **Educational & Board Policies:** No Report

C. **Personnel & Supervision Policies:**

Tentative dates for the meeting with the attorney for Non-Certified staff negotiations will be January 18<sup>th</sup> or January 25<sup>th</sup>. A meeting will be held on February 8<sup>th</sup> with the attorney and the union.

D. **Transportation:** No Report

E. **Curriculum Committee/Special Education:** No Report

F. **Technology:** No Report

G. **Gym Use Committee:** No Report

H. **Building Committee:** No Report

**14. SECOND AUDIENCE FOR CITIZENS:**

Selectperson Clare D'Appollonio reminded the Board that a building permit is needed to install a surge protector and to make sure all parties are insured. She also reported that policies can be reviewed online with CABE, reviewed and approved with a new date. The bylaws need to be reviewed every five years and are overdue. In addition, she suggested Nick Caruso from CABE attend a meeting to present Board duties and responsibilities.

15. **NEW BUSINESS/OLD BUSINESS:** None

**16. NEXT STEP HOMEWORK ASSIGNMENTS:**

- Check calendars for meetings
- Review the budget

**17. NEXT MEETING AGENDA ITEMS:**

- Budget
- Financial Report review layout
- Generator and Surge Suppressor
- School Cell Phone

**18. ADJOURNMENT:**

*Motion to adjourn (8:45 PM) was made Rod Perry, seconded by Scott Sears and carried unanimously.*

*Respectfully submitted by Kathleen Scott  
Recording Secretary*