

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, May 12, 2021
6:30 p.m.**

Via Zoom Webinar

<https://zoom.us/j/91280815381?pwd=b0lpblFiMEZ6anJ4OGNFbU8xays3QT09>

Passcode: psMi0c

Or Telephone

1-646-558-8656, Webinar ID: 912 8081 5381, Passcode: 178522

MISSION STATEMENT

We inspire and empower children to thrive in the world of tomorrow.

1. CALL TO ORDER – 6:30 p.m.
 - a. Pledge of Allegiance
2. PRESENTATION by Steering Committee Members (Policy 1120 & Bylaw 9325)
3. PTO REPORT (Policy 1120 & Bylaw 9325)
4. PUBLIC COMMENT (Policy 1120 & Bylaw 9325)

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address.
5. APPROVAL OF MINUTES (Bylaw 9326)
 - a. April 7, 2021 Regular Meeting Action Item
6. COMMITTEE REPORTS (Bylaw 9132)
 - a. Finance
 - i. Report of expenditures and adjustments to the 2020-2021 Operating Budget through April 30, 2021..... Action Item
 - b. Curriculum
 - c. Facilities
 - d. Policy
 - e. Technology
 - f. Transportation
 - g. ACES

7. UNFINISHED BUSINESS (Bylaw 9300)
 - a. None.
8. NEW BUSINESS (Bylaw 9300)
 - a. None.
9. ADMINISTRATIVE REPORTS (Policy 2500)
 - a. Superintendent
 - b. Director of Special Services, Curriculum, and Instruction
 - a. Principal
10. CHAIRMAN'S REPORT (Bylaw 9121)
11. CORRESPONDENCE (Bylaw 9300)
12. PUBLIC COMMENT (Policy 1120 & Bylaw 9325)

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address.
13. EXECUTIVE SESSION
 - a. Personnel Matter – Superintendent Evaluation & Employment Contract Timelines
14. REGULAR MEETING RECONVENES
15. MEETING ADJOURNED

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: May 12, 2021

Re: Meeting Minutes

A handwritten signature in black ink, appearing to be 'CMM', is written over the 'From:' line.

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the April 7, 2021 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
Via Zoom Webinar
April 7, 2021

Present

Christopher Pittenger, Chair
Lisa Gaw
EJ Maher
Lynette White, Secretary
Namita Wijesekera

Administration

Colleen Murray
Kai Byrd
Tom Reed-Swale

Absent

Doreen Fox
John Paul Garcia
Dorothy Seaton
Shawn Uscilla

Call to Order

Dr. Pittenger called the meeting to order at 6:33 p.m.

Student Recognition

Mrs. Murray recognized Megan Rojee and Matthew Crisci for being chosen as the 2021 SCASA Superintendent's Award recipients.

PTO Report

A PTO report was given by MaryGrace Crisci. Mrs. Crisci reported on recent and upcoming PTO events.

Public Comment

None.

Minutes

Motion by Wijesekera, seconded by Gaw to accept the March 10, 2021 Regular Meeting Minutes as presented. *The motion carries 3 yes, 2 abstain (Gaw, Maher), 4 absent (Fox, Garcia, Seaton, Uscilla).*

Committee Reports

Finance:

Motion by Pittenger, seconded by Wijesekera to adopt the report of expenditures and adjustments to the 2020-2021 Operating Budget through March 31, 2021 as presented. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Mrs. Murray further reported on Grant funds received or in process and gave an update on the the 2021-2022 Budget Town Meeting dates.

Curriculum:

The meeting was canceled due to lack of quorum.

Facilities:

The committee met and an Ad Hoc Facilities Committee has been formed and will meet by the end of April.

Policy:

The committee has not met recently.

Technology:

The committee is scheduled to meet on May 12th.

Transportation:

The committee has not met recently.

ACES:

None.

Unfinished Business

Motion by White, seconded by Pittenger to approve the revisions to Policies 3250, 3260, 3440, 3542.31, 4118.14/4218.14, 5120, 6115, 6141.312, 6141.32, 6146.2, 6161, and 6171.2 as presented. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Motion by White, seconded by Wijesekera to approve the adoption of Policies 3541.23 and 4113.6/4213.6 as presented. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Motion by White, seconded by Gaw to approve the deletion of Policies 3240, 3516, and 3541.4 as presented. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

New Business

Motion by Wijesekera, seconded by Maher that pursuant to Connecticut General Statutes Section 10-215f, the Bethany Board of Education certifies that all food items offered for sale to students at Bethany Community School and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period July 1, 2021 through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, the school cafeteria, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Motion by Wijesekera, seconded by Maher that the Bethany Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, volleyball games and school plays are events but volleyball practices and play rehearsals are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Motion by Pittenger, seconded by Wijesekera that Long-term Teacher Substitute, Bethany Griffin, not be renewed as a long-term substitute for the 2021-2022 school year upon the expiration of her assignment at the end of the 2020-2021 school year and the Superintendent is directed to advise such person in writing of this action. *The motion carries 5 yes, 4 absent (Fox, Garcia, Seaton, Uscilla).*

Superintendent Report

Mrs. Murray reported that on March 31, 2021, PK-6 enrollment was 373 students.

Mrs. Murray reported 45 kindergartners have pre-registered for the 2021-2022 school year. Thirteen of those pre-registered were not on enumeration.

Mrs. Murray informed the Board that the last day of school for students will be a full day on Friday, June 11, 2021 and staff will report to work on Monday June 14, 2021 as their last day of the 2020-2021 school year.

Mrs. Murray reported on the Elementary and Secondary School Emergency Relief II funds. She has been working with the Director and Principal to complete the application process and planning student and parent events to further achievement gaps and academic learning loss.

Director Report

Mrs. Byrd reported on Curriculum and Special Services. Her report is on file in the BOE Packet.

Principal Report

Mr. Reed-Swale reported on BCS's recent and upcoming events. His report is on file in the BOE Packet.

Chairman Report

Dr. Pittenger stated that the Board of Finance has not provided any feedback on the 1.73% budget proposal.

Dr. Pittenger announced the BOE Spring Open Forum will take place on Wednesday, April 21, 2021.

Communications

None.

Public Comment

None.

Adjournment

The meeting adjourned at 7:45 p.m.

Susan L. Carpenter
Recording Secretary

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent 

Date: May 12, 2021

Re: Finance Committee Report of Expenditures and Adjustments

It is recommended that under COMMITTEE REPORTS, (a) Finance:

The attached report presents the adopted 2020-2021 Operating Budget with encumbrances through April 30, 2021.

Recommended Motions:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2020-2021 Operating Budget through April 30, 2021.

Bethany Board of Education
Operating Budget 2020-2021 Summary - as of April 2021

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ March	Var% March	Var\$ April	Var% April
General Education								
Salaries								
Certified	\$2,094,326	\$2,094,326	\$1,421,908	\$2,002,931	\$ 91,395	4.36%	\$ 91,395	4.36%
Curriculum (Supplemental)	\$62,300	\$62,300	\$14,540	\$14,540	\$ 47,760	76.66%	\$ 47,760	76.66%
Non-Certified	\$215,300	\$215,300	\$135,552	\$161,171	\$ 54,128	25.14%	\$ 54,128	25.14%
Nurse	\$48,780	\$48,780	\$48,813	\$55,782	\$ (7,002)	-14.35%	\$ (7,002)	-14.35%
Total Salaries	\$2,420,706	\$2,420,706	\$1,620,814	\$2,234,424	\$ 186,282	7.70%	\$ 186,282	7.70%
Benefits	\$590,777	\$590,777	\$441,209	\$501,833	\$ 88,944	15.06%	\$ 88,944	15.06%
Services								
BCS	\$15,600	\$15,600	\$86,750	\$111,023	\$ (95,423)	-611.69%	\$ (95,423)	-611.69%
Curriculum	\$77,805	\$77,805	\$53,406	\$77,805	\$ -	0.00%	\$ -	0.00%
IT	\$53,650	\$53,650	\$41,863	\$49,491	\$ 4,159	7.75%	\$ 4,159	7.75%
Total Services	\$147,055	\$147,055	\$182,019	\$238,319	\$ (91,264)	-62.06%	\$ (91,264)	-62.06%
Supplies								
BCS	\$51,905	\$51,905	\$40,946	\$54,671	\$ (2,766)	-5.33%	\$ (2,766)	-5.33%
Curriculum	\$2,765	\$2,765	\$1,583	\$3,600	\$ (835)	-30.20%	\$ (835)	-30.20%
IT	\$15,400	\$15,400	\$10,230	\$14,168	\$ 1,232	8.00%	\$ 1,232	8.00%
Total Supplies	\$70,070	\$70,070	\$52,759	\$72,439	\$ (2,369)	-3.38%	\$ (2,369)	-3.38%
Other								
BCS	\$1,350	\$1,350	\$507	\$20,017	\$ (18,667)	-1382.74%	\$ (18,667)	-1382.74%
Curriculum	\$1,663	\$1,663	\$334	\$828	\$ 835	50.21%	\$ 835	50.21%
IT	\$34,700	\$34,700	\$9,784	\$41,100	\$ (6,400)	-18.44%	\$ (6,400)	-18.44%
Total Other	\$37,713	\$37,713	\$10,625	\$61,945	\$ (24,232)	-64.25%	\$ (24,232)	-64.25%
Subtotal	\$3,266,321	\$3,266,321	\$2,307,425	\$3,108,960	\$ 157,361	4.82%	\$ 157,361	4.82%
Special Education								
Salaries	\$1,208,220	\$1,208,220	\$930,542	\$1,214,113	\$ (5,893)	-0.49%	\$ (5,893)	-0.49%
Benefits	\$428,841	\$428,841	\$236,740	\$258,830	\$ 170,011	39.64%	\$ 170,011	39.64%
Services	\$391,730	\$391,730	\$270,963	\$388,685	\$ 3,045	0.78%	\$ 3,045	0.78%
Supplies	\$14,763	\$14,763	\$13,144	\$18,084	\$ (3,321)	-22.49%	\$ (3,321)	-22.49%
Other	\$1,050	\$1,050	\$915	\$915	\$ 135	12.86%	\$ 135	12.86%
Subtotal	\$2,044,603	\$2,044,603	\$1,452,304	\$1,880,627	\$ 163,977	8.02%	\$ 163,977	8.02%
Operations and Overhead								
Salaries	\$862,081	\$862,081	\$726,426	\$879,424	\$ (17,343)	-2.01%	\$ (17,343)	-2.01%
Benefits	\$212,860	\$212,860	\$163,644	\$178,870	\$ 33,938	15.94%	\$ 33,990	15.97%
Services	\$220,852	\$220,852	\$178,834	\$203,139	\$ 17,713	8.02%	\$ 17,713	8.02%
Supplies	\$39,500	\$39,500	\$35,555	\$36,150	\$ 3,350	8.48%	\$ 3,350	8.48%
Utilities (Electricity)	\$80,000	\$80,000	\$57,854	\$85,000	\$ (5,000)	-6.25%	\$ (5,000)	-6.25%
Facilities and Maintenance	\$119,100	\$119,100	\$163,805	\$254,351	\$ (135,251)	-113.56%	\$ (135,251)	-113.56%
Student Transportation	\$258,269	\$258,269	\$206,616	\$ 258,269.00	\$ -	0.00%	\$ -	0.00%
Other	\$14,557	\$14,557	\$16,453	\$ 50,710.00	\$ (9,943)	-68.30%	\$ (36,153)	-248.35%
Subtotal	\$1,807,219	\$1,807,219	\$1,549,188	\$ 1,945,912.58	\$ (112,536)	-6.23%	\$ (138,694)	-7.67%
COVID								
BCS-COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
Curriculum COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
IT-COVID	\$0	\$0	\$5,880	\$5,880	\$ (5,880)		\$ (5,880)	
SpEd COVID	\$0	\$0	\$80	\$80	\$ (80)		\$ (80)	
BOE-COVID	\$0	\$0	\$7,905	\$7,304	\$ (7,304)		\$ (7,304)	
Sub Total	\$0	\$0	\$13,865	\$13,263	\$ (13,263)		\$ (13,263)	\$0
Total	\$7,118,143	\$7,118,143	\$5,322,782	\$6,948,762	\$ 195,539	\$0	\$ 169,381	2.38%

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: May 12, 2021

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Kindergarten Registration Update
- National School Lunch Program
- Remote Learning 2021-2022
- BOE Annex

**BETHANY COMMUNITY SCHOOL
ENROLLMENT SUMMARY**

Grade	AUG 31, 2020*	SEP 30, 2020*	OCT 31, 2020*	NOV 30, 2020*	DEC 31, 2020*	JAN 31, 2021*	FEB 28, 2021*	MAR 31, 2021*	APR 30, 2021*
PK	16	16	16	16	17	17	17	19	19
K	54	53	53	53	53	52	52	52	51
1	62	61	61	61	61	61	61	61	61
2	53	53	53	53	53	53	53	54	54
3	55	55	55	56	56	57	56	56	55
4	39	40	40	40	40	40	40	40	40
5	48	48	48	48	48	47	47	47	47
6	43	43	43	43	43	44	44	44	44
TOTAL	370	369	369	370	371	371	370	373	371

* One Staff Member & Five Open Choice students included.
Two OOD students are not included above.

Memorandum



To: Board of Education Members

From: Kai Byrd

Date: May 12, 2021

Re: Director of Special Services, Curriculum and Instruction Report

Under ADMINISTRATIVE REPORTS:

- **Curriculum**
 - Professional Development Update
 - Elementary and Secondary School Emergency Relief Fund II (ESSER) Update
 - State Assessment Update

- **Special Education**
 - Extended School Year (ESY) Update
 - Referral Rates
 - Grant Update
 - Enrollment Update

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: May 12, 2021

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- Social-Emotional Learning Updates
 - Monthly Themes
 - April – Responsibility
 - May – Service and Citizenship
 - June – Celebrations and Reflections
- Equity Work
 - Equity Team – Subcommittee Work
- Personalized Learning
 - Continued Research & Development Work
- End of Year Events
 - Field Day
 - Night of the Arts
 - Sixth Grade Promotion
 - Kindergarten Promotion

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: May 12, 2021

Re: Executive Session

It is recommended under EXECUTIVE SESSION:

Recommended Motion:

- a. Move the Bethany Board of Education enter into Executive Session to discuss the Superintendent's Evaluation and Employment Contract Timelines and that the Superintendent is invited to attend.