

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, June 9, 2021
6:30 p.m.**

Via Zoom Webinar

<https://zoom.us/j/91508750618?pwd=endUdGhjcWUzb3lBMUwwbjBKV1JvUT09>

Passcode: jx2Wjz

Or Telephone

1-646-558-8656, Webinar ID: 915 0875 0618, Passcode: 496249

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 First Selectwoman, Paula Cofrancesco
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. May 12, 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 May 31, 2021 Action Item
 - b. Curriculum
 - c. Facilities
 - d. Ad Hoc Facilities
 - e. Policy
 - f. Technology
 - g. Transportation
 - h. 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, Contract and Salary

14. REGULAR MEETING RECONVENES

- a. Superintendent Contract and Salary..... Anticipated Action Item

15. MEETING ADJOURNED

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: June 9, 2021

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the May 12, 2021 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
Via Zoom Webinar
May 12, 2021

Present

Doreen Fox
John Paul Garcia
Lisa Gaw
EJ Maher
Christopher Pittenger, Chair left at 7:00 pm
Dorothy Seaton, Vice Chair
Lynette White, Secretary

Administration

Colleen Murray
Kai Byrd
Tom Reed-Swale

Absent

Shawn Uscilla
Namita Wijesekera

Call to Order

Dr. Pittenger called the meeting to order at 6:30 p.m.

Presentation

A presentation was given on School Improvement by Steering Committee Members.

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 Seaton, seconded by Gaw to accept the April 7, 2021 Regular Meeting Minutes as presented. *The motion carries 5 yes, 2 abstain (Fox, Seaton), 2 absent (Uscilla, Wijesekera).*

Committee Reports

Finance:

Motion by Gaw, seconded by White to adopt the report of expenditures and adjustments to the 2020-2021 Operating Budget through April 30, 2021 as presented. *The motion carries 7 yes, 2 absent (Uscilla, Wijesekera)*

Mrs. Murray further reported on tuition funds received and the American Rescue Plan, and additional grant funds. She also provided the Board with information regarding allowable deposits into a 10-248a Non-Lapsing Account. The Board supported her recommendation to deposit up to 2% of the operating budget surplus into the existing 10-248a account. Mrs. Murray will notify the Town Board of Finance that the BOE would like to be added to their June 8, 2021 meeting agenda.

Curriculum:

Mrs. Fox reported that the committee met earlier today and received an update on curriculum programs, math curriculum, professional learning, and the Equity Team.

Facilities:

Mr. Garcia reported that the Ad Hoc Facilities Committee will be meeting on May 19, 2021 and May 26, 2021 to begin working on the 5-year Facilities Plan.

Policy:

The committee has not met recently.

| | |
|------------------------------|---|
| Technology: | Mr. Maher reported that the committee met earlier today and received an update on technology. |
| Transportation: | The committee has not met recently. |
| ACES: | Mr. Maher reported that ACES will be meeting tomorrow and continue discussing magnet school programs. |
| Unfinished Business | None. |
| New Business | None. |
| Superintendent Report | <p>Mrs. Murray reported that on April 30, 2021, PK-6 enrollment was 371 students.</p> <p>Mrs. Murray reported 48 kindergartners have pre-registered for the 2021-2022 school year. Seventeen of those pre-registered were not on enumeration.</p> <p>Mrs. Murray stated that the United States Department of Agriculture has extended waivers for the 2021-2022 school year. She indicated that Bethany intends to provide free breakfast and lunch to all BCS students in the next school year.</p> <p>Mrs. Murray announced that the District would be receiving another \$429,000 under the American Rescue Plan and ESSER III Grant. She stated that the Grant application deadline is attainable the Return to School Plan timeline is challenging.</p> <p>Mrs. Murray shared that Remote Learning is not mandated for the 2021-2022 school year. However, a final determination for BCS will be made prior to the beginning of the new school year and communicated in the Return to School plan.</p> <p>Mrs. Murray announced that the work in the Annex continues with an anticipated move-in date of late June/early July.</p> |
| 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 | Mrs. Murray spoke on behalf of Dr. Pittenger. She stated that Dr. Pittenger will be reaching out to Board members soon to discuss plans for the July Board Retreat. |
| Communications | Reviewed and on file in the Board of Education Office. |
| Public Comment | None. |

Executive Session

Motion by Seaton, seconded by Garcia that the Board of Education enters into Executive Session to discuss the Superintendent's Evaluation and Employment Contract Timelines and that Superintendent Colleen Murray is invited to attend. *The motion carries 6 yes, 3 absent (Pittenger, Uscilla, Wijesekera).*

Attendance

Present

Doreen Fox
John Paul Garcia
Lisa Gaw
EJ Maher
Dorothy Seaton
Lynette White

Administration

Colleen Murray

Absent

Chris Pittenger
Shawn Uscilla
Namita Wijesekera

Reconvene

Moved from Executive Session and the regular meeting reconvened at 7:30 p.m.

Adjournment

The meeting adjourned at 7:31 p.m.

Susan L. Carpenter
Recording Secretary

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: June 9, 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 May 31, 2021.

Recommended Motions:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2020-2021 Operating Budget through May 31, 2021.

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

| | Adopted Budget | Revised Budget | YTD July-June | Forecast | Var\$ April | Var% April | Var\$ May | Var% May |
|--------------------------------|--------------------|--------------------|--------------------|------------------------|---------------------|----------------|---------------------|----------------|
| General Education | | | | | | | | |
| Salaries | | | | | | | | |
| Certified | \$2,094,326 | \$2,094,326 | \$1,567,431 | \$1,998,244 | \$ 91,395 | 4.36% | \$ 96,082 | 4.59% |
| Curriculum (Supplemental) | \$62,300 | \$62,300 | \$14,540 | \$14,540 | \$ 47,760 | 76.66% | \$ 47,760 | 76.66% |
| Non-Certified | \$215,300 | \$215,300 | \$144,857 | \$164,613 | \$ 54,128 | 25.14% | \$ 50,687 | 23.54% |
| Nurse | \$48,780 | \$48,780 | \$51,807 | \$57,032 | \$ (7,002) | -14.35% | \$ (8,252) | -16.92% |
| Total Salaries | \$2,420,706 | \$2,420,706 | \$1,778,635 | \$2,234,429 | \$ 186,282 | 7.70% | \$ 186,276 | 7.70% |
| Benefits | \$590,777 | \$590,777 | \$448,385 | \$503,230 | \$ 88,944 | 15.06% | \$ 87,547 | 14.82% |
| Services | | | | | | | | |
| BCS | \$15,600 | \$15,600 | \$84,264 | \$108,350 | \$ (95,423) | -611.69% | \$ (92,750) | -594.55% |
| Curriculum | \$77,805 | \$77,805 | \$53,429 | \$74,238 | \$ - | 0.00% | \$ 3,567 | 4.58% |
| IT | \$53,650 | \$53,650 | \$42,332 | \$49,491 | \$ 4,159 | 7.75% | \$ 4,159 | 7.75% |
| Total Services | \$147,055 | \$147,055 | \$180,025 | \$232,078 | \$ (91,264) | -62.06% | \$ (85,023) | -57.82% |
| Supplies | | | | | | | | |
| BCS | \$51,905 | \$51,905 | \$44,842 | \$56,587 | \$ (2,766) | -5.33% | \$ (4,682) | -9.02% |
| Curriculum | \$2,765 | \$2,765 | \$5,399 | \$8,082 | \$ (835) | -30.20% | \$ (5,317) | -192.28% |
| IT | \$15,400 | \$15,400 | \$12,258 | \$15,400 | \$ 1,232 | 8.00% | \$ - | 0.00% |
| Total Supplies | \$70,070 | \$70,070 | \$62,499 | \$80,069 | \$ (2,369) | -3.38% | \$ (9,999) | -14.27% |
| Other | | | | | | | | |
| BCS | \$1,350 | \$1,350 | \$507 | \$19,167 | \$ (18,667) | -1382.74% | \$ (17,817) | -1319.75% |
| Curriculum | \$1,663 | \$1,663 | \$334 | \$340 | \$ 835 | 50.21% | \$ 1,323 | 79.56% |
| IT | \$34,700 | \$34,700 | \$9,784 | \$45,000 | \$ (6,400) | -18.44% | \$ (10,300) | -29.68% |
| Total Other | \$37,713 | \$37,713 | \$10,625 | \$64,507 | \$ (24,232) | -64.25% | \$ (26,794) | -71.05% |
| Subtotal | \$3,266,321 | \$3,266,321 | \$2,480,168 | \$3,114,313 | \$ 157,361 | 4.82% | \$ 152,008 | 4.65% |
| Special Education | | | | | | | | |
| Salaries | \$1,208,220 | \$1,208,220 | \$1,040,798 | \$1,211,797 | \$ (5,893) | -0.49% | \$ (3,577) | -0.30% |
| Benefits | \$428,841 | \$428,841 | \$244,099 | \$267,935 | \$ 170,011 | 39.64% | \$ 160,906 | 37.52% |
| Services | \$391,730 | \$391,730 | \$296,958 | \$388,685 | \$ 3,045 | 0.78% | \$ 3,045 | 0.78% |
| Supplies | \$14,763 | \$14,763 | \$16,797 | \$37,004 | \$ (3,321) | -22.49% | \$ (22,241) | -150.65% |
| Other | \$1,050 | \$1,050 | \$915 | \$915 | \$ 135 | 12.86% | \$ 135 | 12.86% |
| Subtotal | \$2,044,603 | \$2,044,603 | \$1,599,567 | \$1,906,335 | \$ 163,977 | 8.02% | \$ 138,268 | 6.76% |
| Operations and Overhead | | | | | | | | |
| Salaries | \$862,081 | \$862,081 | \$792,708 | \$879,376 | \$ (17,343) | -2.01% | \$ (17,295) | -2.01% |
| Benefits | \$212,860 | \$212,860 | \$188,297 | \$184,452 | \$ 33,990 | 15.97% | \$ 28,408 | 13.35% |
| Services | \$220,852 | \$220,852 | \$180,175 | \$199,164 | \$ 17,713 | 8.02% | \$ 21,688 | 9.82% |
| Supplies | \$39,500 | \$39,500 | \$38,094 | \$46,000 | \$ 3,350 | 8.48% | \$ (6,500) | -16.46% |
| Utilities (Electricity) | \$80,000 | \$80,000 | \$64,443 | \$77,000 | \$ (5,000) | -6.25% | \$ 3,000 | 3.75% |
| Facilities and Maintenance | \$119,100 | \$119,100 | \$171,177 | \$263,175 | \$ (135,251) | -113.56% | \$ (144,075) | -120.97% |
| Student Transportation | \$258,269 | \$258,269 | \$232,443 | \$ 258,269.00 | \$ - | 0.00% | \$ - | 0.00% |
| Other | \$14,557 | \$14,557 | \$17,434 | \$ 51,853.91 | \$ (36,153) | -248.35% | \$ (37,297) | -256.21% |
| Subtotal | \$1,807,219 | \$1,807,219 | \$1,684,771 | \$ 1,959,290.13 | \$ (138,694) | -7.67% | \$ (152,071) | -8.41% |
| 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 | \$7,304 | \$7,304 | \$ (7,304) | | \$ (7,304) | |
| Sub Total | \$0 | \$0 | \$13,263 | \$13,263 | \$ (13,263) | | \$ (13,263) | \$0 |
| Total | \$7,118,143 | \$7,118,143 | \$5,777,770 | \$6,993,201 | \$ 169,381 | | \$0 | 1.76% |

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *mm*

Date: June 9, 2021

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Kindergarten Registration Update
- Bethany Education Association (BEA) Officers
- Teacher & Staff Member of the Year
- American Rescue Plan (ARP) & Elementary and Secondary Emergency Education Relief (ESSER) funds III

**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* | MAY 31, 2021* |
|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| PK | 16 | 16 | 16 | 16 | 17 | 17 | 17 | 19 | 19 | 21 |
| K | 54 | 53 | 53 | 53 | 53 | 52 | 52 | 52 | 51 | 51 |
| 1 | 62 | 61 | 61 | 61 | 61 | 61 | 61 | 61 | 61 | 61 |
| 2 | 53 | 53 | 53 | 53 | 53 | 53 | 53 | 54 | 54 | 54 |
| 3 | 55 | 55 | 55 | 56 | 56 | 57 | 56 | 56 | 55 | 55 |
| 4 | 39 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 |
| 5 | 48 | 48 | 48 | 48 | 48 | 47 | 47 | 47 | 47 | 49 |
| 6 | 43 | 43 | 43 | 43 | 43 | 44 | 44 | 44 | 44 | 44 |
| TOTAL | 370 | 369 | 369 | 370 | 371 | 371 | 370 | 373 | 371 | 375 |

* 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: June 9, 2021

Re: Director of Special Services, Curriculum and Instruction Report

Under ADMINISTRATIVE REPORTS:

- **Curriculum**
 - Professional Development Update
 - End of Year Assessment Update
 - State Assessment Update

- **Special Education**
 - Extended School Year (ESY) Update
 - Summer Evaluations
 - Enrollment Update

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: June 9, 2021

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- Social-Emotional Learning Updates
 - May Theme – Service & Citizenship
 - June Theme – Celebrations & Reflections
- Equity Work
 - Finalizing Subcommittee Work
 - Looking to next year
- Remote Learning
 - Book reviews and resource research
- End of Year Events
 - Night of the Arts
 - Field Day
 - PreK, Kindergarten & Sixth Grade Promotions
- Climate Survey Results

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *mm*

Date: June 9, 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.