

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, September 1, 2021
6:30 p.m.**

Bethany Community School Learning Commons

**ALL ATTENDEES ARE REQUIRED TO WEAR A FACE MASK
REGARDLESS OF VACCINATION STATUS.**

MISSION STATEMENT

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

1. Call to Order

- a. Pledge of Allegiance

2. PTO Report

3. 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.

4. Approval of Minutes (Bylaw 9326)

- a. August 11, 2021 Regular Meeting Action Item

5. Committee Reports (Bylaw 9132)

- a. Finance

- i. Report of expenditures and adjustments to the 2020-2021 Operating Budget through June 30, 2021 Action Item
- ii. Report of expenditures and adjustments to the 2021-2022 Operating Budget through July 31, 2021 Action Item

- b. Curriculum

- c. Facilities

- d. Ad Hoc Facilities

- e. Policy

- f. Transportation

- g. ACES

6. Unfinished Business (Bylaw 9300)

- a. None.

7. New Business (Bylaw 9300)

- a. Board of Education Operational Goals for 2021-2022 Action Item

8. Administrative Reports (Policy 2500)

- a. Superintendent
- b. Director of Special Services, Curriculum and Instruction
- c. Principal

9. Chairman Report (Bylaw 9121)

10. Correspondence (Bylaw 9300)

11. 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.

12. Meeting Adjourned

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: September 1, 2021

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the August 11, 2021 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
August 11, 2021

Present

John Paul Garcia
Angel Irigoyen
Amy Lestinsky, Vice Chair
Chris Pittenger, Chair
Shawn Uscilla arrived at 6:38 pm
Lynette White, Secretary
Namita Wijesekera

Administration

Colleen Murray
Kai Byrd

Absent

Angelo Amato
EJ Maher

Call to Order

Dr. Pittenger called the meeting to order at 6:36 p.m.

Presentation

Avery Gartman and Karen Wolujewicz from Quinnipiack Valley Health District gave a COVID update presentation and answered questions from Board members.

Public Comment

None.

Minutes

Motion by Wijesekera, seconded by Lestinsky to accept the July 14, 2021 Regular Meeting Minutes as presented. *The motion carries 7 yes, 2 absent (Amato, Maher).*

Unfinished Business

None.

New Business

Mrs. Murray provided an update on the Safe Return to In-person Instruction and Continuity of Services Plan and answered questions from Board members.

Mrs. Byrd gave a presentation on the American Rescue Plan and Elementary and Secondary School Emergency Relief Fund Grant and answered questions from Board members.

Superintendent Report

Mrs. Murray reported that on August 11, 2021, PK-6 enrollment was 395 students.

Mrs. Murray stated that Fred Bartolini and his crew have been working feverishly to clean and set up the school and are on track for the reopening of school.

Mrs. Murray reported that she is still in the process of gathering information for the 5-Year Facility Plan and anticipates presenting the plan to the Board for approval in the fall.

Mrs. Murray provided an update on personnel that have resigned, were hired, or are in process.

Mrs. Murray announced the creation of a new program called Design Lab which will now be a fifth special for students.

Mrs. Murray stated that the 2020-2021 budget has been closed out and reported on the status of the remaining funds.

Chairman Report

Dr. Pittenger stated that a communication from the Board will be sent to the school community at the end of September.

Dr. Pittenger announced that Colleen Murray was nominated as Superintendent of the Year.

Communications

Mrs. Murray stated that she received communication that she was nominated as Superintendent of the Year and is humbled beyond words.

Public Comment

Julia Strong, 150 Crestwood Road. Mrs. Strong thanked the Board and administration for focusing on curriculum and instruction and the progress that has been made. She stated that she trusts the administration to make the right decisions for students. Mrs. Strong would like to see the performing arts reinstated and that students be allowed to cross-cohort. Mrs. Strong was concerned about the loss of the guidance counselor position. Mrs. Byrd provided an update on the restructuring of the department.

Adjournment

The meeting adjourned at 7:57 p.m.


Susan L. Carpenter
Recording Secretary

DRAFT

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent 

Date: September 1, 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 June 31, 2021.

Recommended Motion:

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

The attached report presents the adopted 2021-2022 Operating Budget with encumbrances through July 31, 2021.

Recommended Motions:

- ii. Move that the Board of Education accept the report of expenditures and adjustments to the 2021-2022 Operating Budget through July 31, 2021.

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

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ May	Var% May	Var\$ June	Var% June
General Education								
Salaries								
Certified	\$2,094,326	\$2,094,326	\$1,996,221	\$1,996,221	\$ 96,082	4.59%	\$ 98,105	4.68%
Curriculum (Supplemental)	\$62,300	\$62,300	\$47,969	\$47,969	\$ 47,760	76.66%	\$ 14,331	23.00%
Non-Certified	\$215,300	\$215,300	\$159,302	\$159,302	\$ 50,687	23.54%	\$ 55,997	26.01%
Nurse	\$48,780	\$48,780	\$55,679	\$55,679	\$ (8,252)	-16.92%	\$ (6,899)	-14.14%
Total Salaries	\$2,420,706	\$2,420,706	\$2,259,171	\$2,259,171	\$ 186,276	7.70%	\$ 161,535	6.67%
Benefits	\$590,777	\$590,777	\$493,701	\$493,701	\$ 87,547	14.82%	\$ 97,076	16.43%
Services								
BCS	\$15,600	\$15,600	\$107,333	\$107,333	\$ (92,750)	-594.55%	\$ (91,733)	-588.03%
Curriculum	\$77,805	\$77,805	\$64,099	\$64,099	\$ 3,567	4.58%	\$ 13,706	17.62%
IT	\$53,650	\$53,650	\$45,491	\$45,491	\$ 4,159	7.75%	\$ 8,159	15.21%
Total Services	\$147,055	\$147,055	\$216,923	\$216,923	\$ (85,023)	-57.82%	\$ (69,868)	-47.51%
Supplies								
BCS	\$51,905	\$51,905	\$53,789	\$53,789	\$ (4,682)	-9.02%	\$ (1,884)	-3.63%
Curriculum	\$2,765	\$2,765	\$8,179	\$8,179	\$ (5,317)	-192.28%	\$ (5,414)	-195.81%
IT	\$15,400	\$15,400	\$14,445	\$14,445	\$ -	0.00%	\$ 955	6.20%
Total Supplies	\$70,070	\$70,070	\$76,412	\$76,412	\$ (9,999)	-14.27%	\$ (6,342)	-9.05%
Other								
BCS	\$1,350	\$1,350	\$19,167	\$19,167	\$ (17,817)	-1319.75%	\$ (17,817)	-1319.75%
Curriculum	\$1,663	\$1,663	\$334	\$334	\$ 1,323	79.56%	\$ 1,329	79.92%
IT	\$34,700	\$34,700	\$39,836	\$39,836	\$ (10,300)	-29.68%	\$ (5,136)	-14.80%
Total Other	\$37,713	\$37,713	\$59,337	\$59,337	\$ (26,794)	-71.05%	\$ (21,624)	-57.34%
Subtotal	\$3,266,321	\$3,266,321	\$3,105,545	\$3,105,545	\$ 152,008	4.65%	\$ 160,776	4.92%
Special Education								
Salaries	\$1,208,220	\$1,208,220	\$1,212,784	\$1,212,784	\$ (3,577)	-0.30%	\$ (4,565)	-0.38%
Benefits	\$428,841	\$428,841	\$267,294	\$267,294	\$ 160,906	37.52%	\$ 161,546	37.67%
Services	\$391,730	\$391,730	\$386,479	\$386,479	\$ 3,045	0.78%	\$ 5,251	1.34%
Supplies	\$14,763	\$14,763	\$36,531	\$36,531	\$ (22,241)	-150.65%	\$ (21,768)	-147.45%
Other	\$1,050	\$1,050	\$1,210	\$1,210	\$ 135	12.86%	\$ (160)	-15.24%
Subtotal	\$2,044,603	\$2,044,603	\$1,904,299	\$1,904,299	\$ 138,268	6.76%	\$ 140,304	6.86%
Operations and Overhead								
Salaries	\$862,081	\$862,081	\$859,389	\$874,889	\$ (17,295)	-2.01%	\$ (12,808)	-1.49%
Benefits	\$212,860	\$212,860	\$195,902	\$180,402	\$ 28,408	13.35%	\$ 32,459	15.25%
Services	\$220,852	\$220,852	\$193,243	\$193,243	\$ 21,688	9.82%	\$ 27,609	12.50%
Supplies	\$39,500	\$39,500	\$49,405	\$49,405	\$ (6,500)	-16.46%	\$ (9,905)	-25.08%
Utilities (Electricity)	\$80,000	\$80,000	\$78,016	\$78,016	\$ 3,000	3.75%	\$ 1,984	2.48%
Facilities and Maintenance	\$119,100	\$119,100	\$253,403	\$253,403	\$ (144,075)	-120.97%	\$ (134,303)	-112.76%
Student Transportation	\$258,269	\$258,269	\$258,270	\$ 258,270.00	\$ -	0.00%	\$ (1)	0.00%
Other	\$14,557	\$14,557	\$51,061	\$ 51,060.90	\$ (37,297)	-256.21%	\$ (36,504)	-250.77%
Subtotal	\$1,807,219	\$1,807,219	\$1,938,688	\$ 1,938,688.40	\$ (152,071)	-8.41%	\$ (131,469)	-7.27%
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	\$6,961,795	\$6,961,795	\$ 124,942	1.76%	\$ 156,348	2.20%

Bethany Board of Education
Operating Budget 2021-2022 Summary - as of July 2021

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$	Var%	Var\$ July	Var% July
General Education								
Salaries								
Certified	\$2,130,753	\$2,093,890	\$0	\$2,093,890			\$ -	0.00%
Curriculum (Supplemental)	\$29,700	\$26,500	\$200	\$26,500			\$ -	0.00%
Non-Certified	\$328,222	\$246,756	\$3,068	\$246,756			\$ -	0.00%
Nurse	\$49,852	\$51,552	\$0	\$51,552			\$ -	0.00%
Total Salaries	\$2,538,527	\$2,418,699	\$3,268	\$2,418,699			\$ -	0.00%
Benefits	\$608,150	\$545,865	\$66,899	\$545,865			\$ -	0.00%
Services								
BCS	\$4,800	\$79,944	\$0	\$79,944			\$ -	0.00%
Curriculum	\$51,006	\$54,206	\$288	\$54,206			\$ -	0.00%
IT	\$45,750	\$45,750	\$6,135	\$45,750			\$ -	0.00%
Total Services	\$101,556	\$179,900	\$6,424	\$179,900			\$ -	0.00%
Supplies								
BCS	\$52,419	\$52,419	\$1,700	\$52,419			\$ -	0.00%
Curriculum	\$7,889	\$7,889	\$0	\$7,889			\$ -	0.00%
IT	\$15,400	\$100,920	\$65,543	\$100,920			\$ -	0.00%
Total Supplies	\$75,708	\$161,228	\$67,243	\$161,228			\$ -	0.00%
Other								
BCS	\$1,300	\$1,300	\$0	\$1,300			\$ -	0.00%
Curriculum	\$1,825	\$1,825	\$0	\$1,825			\$ -	0.00%
IT	\$41,500	\$41,500	\$7,171	\$41,500			\$ -	0.00%
Total Other	\$44,625	\$44,625	\$7,171	\$44,625			\$ -	0.00%
Subtotal	\$3,368,566	\$3,350,317	\$151,005	\$3,350,317			\$ -	0.00%
Special Education								
Salaries	\$1,216,466	\$1,218,819	\$51,629	\$1,218,819			\$ -	0.00%
Benefits	\$342,816	\$307,609	\$40,456	\$307,609			\$ -	0.00%
Services	\$405,901	\$406,591	\$742	\$406,591			\$ -	0.00%
Supplies	\$17,982	\$17,982	\$8,558	\$17,982			\$ -	0.00%
Other	\$1,110	\$1,110	\$0	\$1,110			\$ -	0.00%
Subtotal	\$1,984,275	\$1,952,111	\$101,385	\$1,952,111			\$ -	0.00%
Operations and Overhead								
Salaries	\$897,553	\$1,008,951	\$105,250	\$1,008,951			\$ -	0.00%
Benefits	\$245,787	\$258,322	\$24,539	\$258,322			\$ -	0.00%
Services	\$224,845	\$139,325	\$16,862	\$139,325			\$ -	0.00%
Supplies	\$39,500	\$42,500	\$566	\$42,500			\$ -	0.00%
Utilities (Electricity)	\$80,000	\$100,000	\$0	\$100,000			\$ -	0.00%
Facilities and Maintenance	\$116,100	\$91,100	\$5,231	\$91,100			\$ -	0.00%
Student Transportation	\$269,185	\$269,185	\$0	\$269,185.00			\$ -	0.00%
Other	\$15,675	\$29,675	\$9,760	\$29,675.00			\$ -	0.00%
Subtotal	\$1,888,645	\$1,939,058	\$162,208	\$1,939,057.87			\$ -	0.00%
COVID								
BCS-COVID	\$0	\$0	\$0	\$0			\$ -	
Curriculum COVID	\$0	\$0	\$0	\$0			\$ -	
IT-COVID	\$0	\$0	\$0	\$0			\$ -	
SpEd COVID	\$0	\$0	\$0	\$0			\$ -	
BOE-COVID	\$0	\$0	\$0	\$0			\$ -	
Sub Total	\$0	\$0	\$0	\$0			\$ -	
Total	\$7,241,486	\$7,241,486	\$414,598	\$7,241,486			\$ -	0.00%

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: September 1, 2021

Re: New Business

It is recommended under NEW BUSINESS:

Recommended Motion:

- a. Move the Bethany Board of Education adopt the 2021-2022 Board of Education Goals as presented.



Bethany Public School District

Board of Education Operational Goals

2021-2022

These goals reflect the **Board's priorities for its own operation**. Goals for the District and the Bethany Community School are reflected in the District Goals, the Superintendent's Goals, and the Bethany Strategic Plan 2020.

Goal #1

The Board will maintain a focus on high standards of learning, social development, and emotional support for all of our children, with continual improvement.

- Monitor student achievement through the examination of multiple sources of data regularly throughout the school year.
- Engage in regular dialogue with administration about both areas of strength and opportunities for improvement.
- Continually strive to support a well-rounded education for all students that takes into account their individual strengths, interests, and needs.
- Continually support the social, emotional, and physical needs of our students, both because these are important goals in and of themselves and because social, emotional, and physical health is essential for optimal learning.

Goal #2

The Board will continue and augment efforts in communication and outreach to staff, parents, students, and the broader community.

- Schedule and conduct Board of Education Open Forums two times a year.
- Encourage public attendance and participation, including by teachers and staff, at Board meetings.
- Communicate important issues to the school community, through letters and other mechanisms as appropriate, throughout the school year.
- Ensure the presence of Board members at major school events, to maintain the visibility and availability of Board members.

Goal #3

The Board will seek to enhance its efficacy and efficiency through professional development.

- Institute a structured orientation for new members to familiarize them with their roles and responsibilities as Board members.
- Continually seek out opportunities for professional development to enhance understanding and ability to function as effective Board members.

Goal #4

The Board will perform all of its duties with the highest ethical standards.

- The Board will be cognizant of the importance of confidentiality of both students and staff.

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: September 1, 2021

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Personnel Update
- Vaccination Requirements
- American Rescue Plan/Elementary and Secondary School Emergency Relief Grant

**BETHANY COMMUNITY SCHOOL
2021-2022 ENROLLMENT SUMMARY**

Grade	JUL 14, 2021*	AUG 11, 2021*	AUG 26, 2021*
PK	18	18	16
K	54	51	50
1	53	51	51
2	66	66	66
3	58	58	57
4	58	56	58
5	41	43	40
6	50	52	49
TOTAL	398	395	387

* Five Open Choice students included.
One OOD student is not included above.

Memorandum



To: Board of Education Members

From: Kai Byrd

Date: September 1, 2021

Re: Director of Special Services, Curriculum and Instruction Report

Under ADMINISTRATIVE REPORTS:

- **Curriculum**
 - Professional Development
 - Summer Programs

- **Special Education**
 - Extended School Year (ESY) Update
 - Summer Evaluations
 - State Department of Education Updates
 - Enrollment Update

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: September 1, 2021

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- Social-Emotional Learning (SEL)
- Equity Work
- Scientific Research Based Enrichment (SRBE)
- Design Lab (New Special)
- Beginning of School Year