

**BETHANY BOARD OF EDUCATION  
Regular Meeting**

**AGENDA**

**Wednesday, January 12, 2022  
6:30 p.m.**

**Zoom Webinar**

<https://us06web.zoom.us/j/83003849559?pwd=QnZONkZSVTZXNThBcFU1Z2hpa2ZPUT09>  
Passcode: JD8NdR

**By Phone**

1-646-558-8656, Webinar ID: 830 0384 9559, Passcode: 696861

**MISSION STATEMENT**

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

**1. Call to Order**

- a. Pledge of Allegiance

**2. Presentation**

- a. Outdoor Education by Rob White of Rob White Architect Company

**3. PTO Report**

**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 print and state their name and address.

**5. Approval of Minutes (Bylaw 9326)**

- a. December 8, 2021 Regular Meeting ..... Action Item

**6. Committee Reports (Bylaw 9132)**

- a. Finance
  - i. Report of expenditures and adjustments to the 2021-2022 Operating Budget through December 31, 2021 ..... Action Item
- b. Curriculum
- c. Facilities

- d. Ad Hoc Facilities
- e. Policy
- f. Transportation
- g. ACES

**7. Unfinished Business (Bylaw 9300)**

- a. None.

**8. New Business (Bylaw 9300)**

- a. Superintendent's Proposed Spending Plan

**9. Administrative Reports (Policy 2500)**

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

**10. Chairman 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. Meeting Adjourned**

# Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

A handwritten signature in dark blue ink, appearing to read 'C Murray', is written over the 'From:' line.

Date: January 12, 2022

Re: Meeting Minutes

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It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the December 8, 2021 Regular Meeting Minutes as presented.

**BETHANY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**December 8, 2021**

**Present**

Angelo Amato  
John Paul Garcia  
Amy Lestinsky, Vice Chair  
EJ Maher via phone at 6:37 pm, departed 6:55 pm  
Christopher Pittenger, Chair  
Namita Wijesekera via phone, arrived in person at 6:48 pm

**Administration**

Colleen Murray  
Kai Byrd  
Tom Reed-Swale

**Absent**

Angel Irigoyen  
Shawn Uscilla  
Lynette White, Secretary

**Call to Order**

Dr. Pittenger called the meeting to order at 6:38 p.m.

**Student Recognition**

Matthew Stewart, Giavanna Charbonneau, Kate Cushing, and Gabe Dittmann were recognized for participating and Trevor Rostowsky was recognized as the award recipient for the Connecticut Conference of Municipalities Project.

**PTO Report**

Mrs. Crisanti reported on recent and upcoming PTO events.

**Public Comment**

None.

**Appointment**

**Motion** by Lestinsky, seconded by Wijesekera that the Bethany Board of Education hereby elects Kai Byrd to the office of Bethany Superintendent of Schools pursuant to the provisions of Connecticut General Statute Section 10-157 and that the Board further authorized Chairman Pittenger to finalize and execute an employment agreement with the new Superintendent of Schools on behalf of the Board, to include a beginning date of July 1, 2022 and terms of employment. *The motion carries 6 yes, 3 absent (Irigoyen, Uscilla, White).*

**Minutes**

**Motion** by Lestinsky, seconded by Amato to accept the November 10, 2021 Regular Meeting Minutes as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

**Committee Reports**

**Finance:**

**Motion** by Garcia, seconded by Wijesekera to accept the report of expenditures and adjustments to the 2021-2022 Operating Budget through November 30, 2021 as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

Mrs. Lestinsky further reported on the American Rescue Plan/ESSER III Grant Update, 2022-2023 Budget, and the audit.

**Curriculum:**

The committee met on December 7, 2021 and discussed curriculum programs and professional learning.

**Facilities:**

The committee met on December 7, 2021 and received a presentation on the Outdoor Classroom project by Architect Rob White, discussed building and grounds updates and the Five-Year Facilities Plan.

**Ad Hoc Facilities:** The committee has not met recently

**Policy:** The committee is presenting policies for second read tonight under Unfinished Business.

**Transportation:** The committee has not met recently.

**ACES:** None.

**Unfinished Business**

**Motion** by Pittenger, seconded by Lestinsky to approve the revisions to Policies 1140, 1212, 1250, 1316, 1411, 1600, 2130, 2400, 3520.13, 3524.2, 3543.31, 4111/4211, 4111.1/4211.1, 4118.11/4218.11, 4131, 5111, 5118, 5124, 5126, 5131.911, 5141, 5141.5, 5145.2, 5145.4, 5145.511, 6112, 6171, 6171.2, Bylaw 9273, 9325, and 9327.1 as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

**Motion** by Pittenger, seconded by Wijesekera to approve the adoption of Policy 1321.2 as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

**New Business**

**Motion** by Wijesekera, seconded by Amato to approve the proposed Bethany Public School District calendar for the 2022-2023 school year as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

**Motion** by Lestinsky, seconded by Wijesekera to approve the schedule of regular Board of Education meeting dates for January 2022 through January 2023 pursuant to Connecticut General Statutes Section 1-21 as presented. *The motion carries 5 yes, 4 absent (Irigoyen, Maher, Uscilla, White).*

**Superintendent Report**

Mrs. Murray reported that on November 30, 2021, PK-6 enrollment was 401 students.

Mrs. Murray is projecting 55 Kindergartners for next year. At this time, 19 students have pre-registered.

Mrs. Murray notified the Board that a First Grade Teacher, two Lunch Aides, and a substitute Custodian have been hired. Two paraprofessional positions have been posted.

Mrs. Murray provided updates on Project COVID DeteCT, Screen & Stay, and the BCS Pediatric Vaccine Clinic.

Mrs. Murray announced that we are now collecting vaccine cards for students to assist with contact tracing.

Mrs. Murray discussed the outdoor pavilion, cafeteria refrigerator, and HVAC assessment projects funded by the American Rescue Plan Grant are all in process.

Mrs. Murray reported that the 2022-2023 Budget work is ongoing and is currently at a 0.63% increase. She anticipates this being adjusted to 0%.

**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**

None.

**Communications**

Reviewed and placed on file.

**Public Comment**

None.

**Adjournment**

The meeting adjourned at 7:53 p.m.

Susan L. Carpenter  
Recording Secretary

DRAFT

# Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

A handwritten signature in black ink, appearing to be 'CMM', is written over the name 'Colleen Murray'.

Date: January 12, 2022

Re: Finance Committee Report of Expenditures and Adjustments

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

Recommended Motion:

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

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

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ Nov	Var% Nov	Var\$ Dec	Var% Dec
<b>General Education</b>								
<b>Salaries</b>								
Certified	\$2,130,753	\$2,093,890	\$679,014	\$1,900,818	\$ 179,144	8.56%	\$ 193,072	9.22%
Curriculum (Supplemental)	\$29,700	\$26,500	\$26,709	\$26,709	\$ (209)	-0.79%	\$ (209)	-0.79%
Non-Certified	\$328,222	\$246,756	\$104,636	\$284,022	\$ (37,266)	-15.10%	\$ (37,266)	-15.10%
Nurse	\$49,852	\$51,552	\$15,785	\$51,552	\$ -	0.00%	\$ -	0.00%
<b>Total Salaries</b>	<b>\$2,538,527</b>	<b>\$2,418,699</b>	<b>\$826,143</b>	<b>\$2,263,100</b>	<b>\$ 141,669</b>	<b>5.86%</b>	<b>\$ 155,598</b>	<b>6.43%</b>
<b>Benefits</b>	<b>\$608,150</b>	<b>\$545,865</b>	<b>\$236,295</b>	<b>\$545,865</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Services</b>								
BCS	\$4,800	\$79,944	\$0	\$69,944	\$ 10,000	12.51%	\$ 10,000	12.51%
Curriculum	\$51,006	\$54,206	\$40,489	\$54,206	\$ -	0.00%	\$ -	0.00%
IT	\$45,750	\$45,750	\$16,531	\$45,750	\$ -	0.00%	\$ -	0.00%
<b>Total Services</b>	<b>\$101,556</b>	<b>\$179,900</b>	<b>\$57,020</b>	<b>\$169,900</b>	<b>\$ 10,000</b>	<b>5.56%</b>	<b>\$ 10,000</b>	<b>5.56%</b>
<b>Supplies</b>								
BCS	\$52,419	\$52,419	\$23,864	\$52,419	\$ -	0.00%	\$ -	0.00%
Curriculum	\$7,889	\$7,889	\$779	\$7,889	\$ -	0.00%	\$ -	0.00%
IT	\$15,400	\$100,920	\$76,570	\$100,920	\$ -	0.00%	\$ -	0.00%
<b>Total Supplies</b>	<b>\$75,708</b>	<b>\$161,228</b>	<b>\$101,213</b>	<b>\$161,228</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Other</b>								
BCS	\$1,300	\$1,300	\$570	\$1,300	\$ -	0.00%	\$ -	0.00%
Curriculum	\$1,825	\$1,825	\$0	\$1,825	\$ -	0.00%	\$ -	0.00%
IT	\$41,500	\$41,500	\$27,451	\$41,500	\$ -	0.00%	\$ -	0.00%
<b>Total Other</b>	<b>\$44,625</b>	<b>\$44,625</b>	<b>\$28,021</b>	<b>\$44,625</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Subtotal</b>	<b>\$3,368,566</b>	<b>\$3,350,317</b>	<b>\$1,248,692</b>	<b>\$3,184,719</b>	<b>\$ 151,669</b>	<b>4.53%</b>	<b>\$ 165,598</b>	<b>4.94%</b>
<b>Special Education</b>								
Salaries	\$1,216,466	\$1,218,819	\$490,124	\$1,280,073	\$ (73,472)	-6.03%	\$ (61,254)	-5.03%
Benefits	\$342,816	\$307,609	\$147,597	\$307,609	\$ -	0.00%	\$ -	0.00%
Services	\$405,901	\$406,591	\$115,218	\$406,591	\$ -	0.00%	\$ -	0.00%
Supplies	\$17,982	\$17,982	\$11,036	\$17,982	\$ -	0.00%	\$ -	0.00%
Other	\$1,110	\$1,110	\$400	\$1,110	\$ -	0.00%	\$ -	0.00%
<b>Subtotal</b>	<b>\$1,984,275</b>	<b>\$1,952,111</b>	<b>\$764,376</b>	<b>\$2,013,365</b>	<b>\$ (73,472)</b>	<b>-3.76%</b>	<b>\$ (61,254)</b>	<b>-3.14%</b>
<b>Operations and Overhead</b>								
Salaries	\$897,553	\$1,008,951	\$474,167	\$1,005,699	\$ 3,252	0.32%	\$ 3,252	0.32%
Benefits	\$245,787	\$258,322	\$114,897	\$243,322	\$ 10,000	3.87%	\$ 15,000	5.81%
Services	\$224,845	\$139,325	\$65,527	\$139,325	\$ -	0.00%	\$ -	0.00%
Supplies	\$39,500	\$42,500	\$19,663	\$42,500	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$80,000	\$100,000	\$35,414	\$100,000	\$ -	0.00%	\$ -	0.00%
Facilities and Maintenance	\$116,100	\$91,100	\$41,038	\$91,100	\$ -	0.00%	\$ -	0.00%
Student Transportation	\$269,185	\$269,185	\$107,674	\$ 269,185.00	\$ -	0.00%	\$ -	0.00%
Other	\$15,675	\$29,675	\$15,218	\$ 52,500.00	\$ (125)	-0.42%	\$ (22,825)	-76.92%
<b>Subtotal</b>	<b>\$1,888,645</b>	<b>\$1,939,058</b>	<b>\$873,596</b>	<b>\$ 1,943,631.08</b>	<b>\$ 13,127</b>	<b>0.68%</b>	<b>\$ (4,573)</b>	<b>-0.24%</b>
<b>COVID</b>								
BCS-COVID	\$0	\$0	\$0	\$2,630	\$ -		\$ (2,630)	
Curriculum COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
IT-COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
SpEd COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
BOE-COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
<b>Sub Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,630</b>	<b>\$ -</b>		<b>\$ (2,630)</b>	
<b>Total</b>	<b>\$7,241,486</b>	<b>\$7,241,486</b>	<b>\$2,886,664</b>	<b>\$7,144,345</b>	<b>\$ 91,324</b>	<b>1.26%</b>	<b>\$ 97,141</b>	<b>1.34%</b>



# Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: January 12, 2022

Re: Superintendent Report

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## Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Personnel Update
- COVID Update
  - Guidelines
  - Project COVID DeteCT
  - Pediatric Vaccine Clinics
  - Test Kits

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

<b>Grade</b>	<b>AUG 26, 2021*</b>	<b>SEP 30, 2021*</b>	<b>OCT 31, 2021*</b>	<b>NOV 30, 2021*</b>	<b>DEC 31, 2021*</b>
<b>PK</b>	16	17	19	22	23
<b>K</b>	50	49	50	50	51
<b>1</b>	51	51	51	51	51
<b>2</b>	66	66	66	66	67
<b>3</b>	57	57	57	58	59
<b>4</b>	58	59	59	60	60
<b>5</b>	40	40	42	43	43
<b>6</b>	49	49	50	51	51
<b>TOTAL</b>	<b>387</b>	<b>388</b>	<b>394</b>	<b>401</b>	<b>405</b>

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

# Memorandum



To: Board of Education Members

From: Kai Byrd

Date: January 12, 2022

Re: Director of Special Services, Curriculum and Instruction Report

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Under ADMINISTRATIVE REPORTS:

- **Curriculum**
  - Boost Academy Update
  - January Professional Development Update
  
- **Special Education**
  - Connecticut State Department of Education Updates
  - Enrollment Update

# Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: January 12, 2022

Re: Principal's Report

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Under ADMINISTRATIVE REPORTS:

- BCS News