

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

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

Bethany Community School Learning Commons

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. Presentation

Student Achievement by Mr. Reed-Swale and BCS Staff

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. September 14, 2022 Regular Meeting Action Item

6. Committee Reports (Bylaw 9132)

- a. ACES

- b. Curriculum

- c. Facilities

- d. Finance

- i. Report of expenditures and adjustments to the 2022-2023 Operating Budget through September 30, 2022 Action Item

- e. Policy

- f. Transportation

7. Unfinished Business (Bylaw 9300)

- a. 2022-2023 Board of Education Operational GoalsAction Item

8. New Business (Bylaw 9300)

- a. None.

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. Executive Session

- a. Personnel – Superintendent's Goals.

14. Regular Meeting Reconvenes

15. Meeting Adjourned

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: October 12, 2022

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the September 14, 2022 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
BCS Learning Commons
September 14, 2022

Present

Angelo Amato
John Paul Garcia
Amy Lestinsky, Vice Chair
Christopher Pittenger, Chair
Lynette White

Administration

Kai Byrd
Cheryl Kiesel
Tom Reed-Swale

Absent

Angel Irigoyen
EJ Maher
Shawn Uscilla
Namita Wijesekera

Call to Order

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

PTO Report

Mrs. Rosenstein reported on recent and upcoming PTO events.

Public Comment

Anya Reed, 58 North Humiston Drive. Requested BOE meetings are held via Zoom.

Andre Puleo, 36 Knollwood Road. Submitted a comment that BOE meetings be held via Zoom.

Minutes

Motion by Garcia, seconded by White to accept the May 11, 2022 Regular Meeting Minutes as presented. *The motion carries 4 yes (Garcia, Lestinsky, Pittenger, White), 4 absent (Irigoyen, Maher, Uscilla, Wijesekera), 1 abstain (Amato).*

Committee Reports

ACES:

Nothing to report.

Curriculum:

Ms. Kiesel will report on Curriculum later in the meeting.

Facilities:

The committee met last night and discussed grounds and facilities updates.

Finance:

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

Motion by Garcia, seconded by Pittenger to accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through July 31, 2022 as presented. *The motion carries 5 yes (Amato, Garcia, Lestinsky, Pittenger, White), 4 absent (Irigoyen, Maher, Uscilla, Wijesekera).*

Motion by White, seconded by Garcia to accept the final report of expenditures and adjustments to the 2022-2023 Operating Budget through August 31, 2022 as presented. *The motion carries 5 yes (Amato, Garcia, Lestinsky, Pittenger, White), 4 absent (Irigoyen, Maher, Uscilla, Wijesekera).*

Mrs. Lestinsky further reported with an update on the ARP/ESSER III grant projects, 2023-2024 Budget Process, Audit, and the EFS State report.

Policy: The committee will be meeting on October 11, 2022.

Transportation: The committee met tonight and discussed transportation routes for the new school year.

Unfinished Business None.

New Business **Motion** by Garcia, seconded by Lestinsky to approve the Child Nutrition Authorized Signatures Change Form to include Superintendent, Kai Byrd as the first person and Business Manager, Brandy Spargo as the second person designated to authorize and sign Child Nutrition claims for reimbursement as required by the Connecticut State Department of Education. *The motion carries 5 yes (Amato, Garcia, Lestinsky, Pittenger, White), 4 absent (Irigoyen, Maher, Uscilla, Wijesekera).*

The Board reviewed their goals and discussion ensued. An addition to Goal #4 regarding Board member attendance will be drafted for the next meeting.

Superintendent Report Mrs. Byrd reported that on August 31, 2022, PK-6 enrollment was 428 students. Mr. Garcia requested that historical enrollment be provided periodically.

Mrs. Byrd reported on the status of the Gymnasium Air Conditioning, Pavilion, Running Track Paving, and the accessible Playscape regrading projects.

Mrs. Byrd provided an update on current job openings.

Director Report Ms. Kiesel 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. Mr. Reed-Swale's report is on file in the BOE Packet.

Chairman Report Dr. Pittenger announced that the BOE Fall Open Forum will be held on Wednesday, October 26th at 6:30 pm via Zoom.

Dr. Pittenger addressed the options of BOE meetings being held virtually. At this time, technology is not available to hold a hybrid meeting but is included in the 5-year Facility Plan. Technology to live stream a meeting with public comments being submitted online is being researched and is anticipated to be available at the November BOE meeting.

Communications None.

Public Comment

None.

Adjournment

The meeting adjourned at 7:32 p.m.

Susan L. Carpenter
Recording Secretary

DRAFT

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: October 12, 2022

Re: Finance Committee Report of Expenditures and Adjustments

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

The attached reports present the adopted 2022-2023 Operating Budget with encumbrances through September 30, 2022.

Recommended Motions:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through September 30, 2022.

Bethany Board of Education
Operating Budget 2022-2023 Summary - as of Sept 2022

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ Aug	Var% Aug	Var\$ Sept	Var% Sept
General Education								
Salaries								
Certified	\$2,027,620	\$2,027,620	\$234,795	\$2,027,620	\$ -	0.00%	\$ -	0.00%
Curriculum (Supplemental)	\$43,033	\$43,033	\$15,975	\$43,033	\$ -	0.00%	\$ -	0.00%
Non-Certified	\$325,500	\$325,500	\$34,225	\$325,500	\$ -	0.00%	\$ -	0.00%
Nurse	\$52,883	\$52,883	\$6,219	\$52,883	\$ -	0.00%	\$ -	0.00%
Total Salaries	\$2,449,036	\$2,449,036	\$291,215	\$2,449,036	\$ -	0.00%	\$ -	0.00%
Benefits	\$529,045	\$529,045	\$128,081	\$529,045	\$ -	0.00%	\$ -	0.00%
Services								
BCS	\$5,230	\$5,230	\$6,102	\$5,230	\$ -	0.00%	\$ -	0.00%
Curriculum	\$93,220	\$93,220	\$48,086	\$93,220	\$ -	0.00%	\$ -	0.00%
IT	\$66,300	\$66,300	\$16,508	\$66,300	\$ -	0.00%	\$ -	0.00%
Total Services	\$164,750	\$164,750	\$70,696	\$164,750	\$ -	0.00%	\$ -	0.00%
Supplies								
BCS	\$51,989	\$51,989	\$17,641	\$51,989	\$ -	0.00%	\$ -	0.00%
Curriculum	\$38,600	\$38,600	\$1,924	\$38,600	\$ -	0.00%	\$ -	0.00%
IT	\$102,800	\$102,800	\$77,422	\$102,800	\$ -	0.00%	\$ -	0.00%
Total Supplies	\$193,389	\$193,389	\$96,988	\$193,389	\$ -	0.00%	\$ -	0.00%
Other								
BCS	\$1,300	\$1,300	\$0	\$1,300	\$ -	0.00%	\$ -	0.00%
Curriculum	\$1,003	\$1,003	\$0	\$1,003	\$ -	0.00%	\$ -	0.00%
IT	\$42,600	\$42,600	\$33,076	\$42,600	\$ -	0.00%	\$ -	0.00%
Total Other	\$44,903	\$44,903	\$33,076	\$44,903	\$ -	0.00%	\$ -	0.00%
Subtotal	\$3,381,124	\$3,381,124	\$620,057	\$3,381,124	\$ -	0.00%	\$ -	0.00%
Special Education								
Salaries	\$1,301,701	\$1,301,701	\$215,064	\$1,301,521	\$ -	0.00%	\$ 180	0.01%
Benefits	\$340,576	\$340,576	\$67,430	\$340,576	\$ -	0.00%	\$ -	0.00%
Services	\$245,396	\$245,396	\$25,186	\$245,396	\$ -	0.00%	\$ -	0.00%
Supplies	\$28,769	\$28,769	\$3,845	\$28,769	\$ -	0.00%	\$ -	0.00%
Other	\$3,186	\$3,186	\$3,182	\$3,186	\$ -	0.00%	\$ -	0.00%
Subtotal	\$1,919,628	\$1,919,628	\$314,706	\$1,919,448	\$ -	0.00%	\$ 180	0.01%
Operations and Overhead								
Salaries	\$1,024,163	\$1,024,163	\$253,486	\$1,024,163	\$ -	0.00%	\$ -	0.00%
Benefits	\$237,805	\$237,805	\$61,372	\$235,805	\$ -	0.00%	\$ 2,000	0.84%
Services	\$168,265	\$168,265	\$68,710	\$166,675	\$ -	0.00%	\$ 1,590	0.94%
Supplies	\$39,300	\$39,300	\$5,436	\$39,300	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$85,000	\$85,000	\$11,051	\$85,000	\$ -	0.00%	\$ -	0.00%
Facilities and Maintenance	\$116,550	\$116,550	\$27,591	\$116,550	\$ -	0.00%	\$ -	0.00%
Student Transportation	\$281,759	\$281,759	\$55,752	\$ 281,759.00	\$ -	0.00%	\$ -	0.00%
Other	\$24,100	\$24,100	\$10,923	\$ 24,100.00	\$ -	0.00%	\$ -	0.00%
Subtotal	\$1,976,942	\$1,976,942	\$494,321	\$ 1,973,351.50	\$ -	0.00%	\$ 3,590	0.18%
COVID								
BCS-COVID	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
Curriculum COVID	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
IT-COVID	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
SpEd COVID	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
BOE-COVID	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
Sub Total	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
Total	\$7,277,693	\$7,277,693	\$1,429,084	\$7,273,923	\$ -	0.00%	\$ 3,770	0.05%

excess cost =
 #1 rcv'd=
 #2 rcv'd =
 Total =

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: October 12, 2022

Re: Unfinished Business

It is recommended under UNFINISHED BUSINESS:

Recommended Motion:

- a. Move the Bethany Board of Education adopt the 2022-2023 Board of Education Goals as revised.



Bethany Public School District

Board of Education Operational Goals

2022-2023

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: Kai Byrd, Superintendent

Date: October 12, 2022

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Facilities Update
- Personnel Update
- 2023-2024 Budget Development

**BETHANY COMMUNITY SCHOOL
2022-2023 ENROLLMENT SUMMARY**

Grade (Sections)	09/30/2022*	08/31/2022*	07/30/2022*	09/30/2021	09/30/2020
PK	26	27	24	17	16
K (3)	43	44	43	49	53
1 (3)	56	56	57	51	61
2 (3)	54	54	54	66	53
3 (4)	72	71	69	57	55
4 (3)	66	65	66	59	40
5 (3)	65	64	64	40	48
6 (2)	47	47	47	49	43
TOTAL (21)	429	428	424	388	369

* Six Open Choice students included.

Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: October 12, 2022

Re: Director of Special Services, Curriculum, and Instruction Report

Under ADMINISTRATIVE REPORTS:

- **Curriculum**
 - Professional Development
 - Grant Update

- **Special Education**
 - Department Updates
 - CT-SEDS Update

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: October 12, 2022

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- Steering Committee Update
- BCS Happenings