

**BETHANY BOARD OF EDUCATION  
Regular Meeting**

**AGENDA**

**Wednesday, February 8, 2023  
6:30 p.m.**

**Bethany Community School Learning Commons**

**[Live Stream Link](#)**

**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**

- a. Student Achievement by BCS Steering Committee

**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. [Submit a public comment online](#) to be read at the next available opportunity.

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

- a. January 11, 2023 Regular Meeting..... Action Item

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

- b. ACES

- c. Curriculum

- d. Facilities

- e. Finance

- i. Report of expenditures and adjustments to the 2022-2023 Operating Budget through January 31, 2023..... Action Item

- f. Policy

- g. Transportation

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

- a. 2023 - 2024 Budget ..... Action Item
- b. Discussion and appointment of a Board of Education Member ..... Action 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. Meeting Adjourned**

# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 8, 2023

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 January 11, 2023 Regular Meeting Minutes as presented.

**BETHANY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**BCS Learning Commons and via Live Stream**  
**January 11, 2023**

**Present**

Angelo Amato  
John Paul Garcia  
Amy Lestinsky, Vice Chair  
EJ Maher  
Christopher Pittenger, Chair  
Shawn Uscilla  
Lynette White  
Namita Wijesekera arrived at 6:45 pm

**Administration**

Kai Byrd  
Cheryl Kiesel  
Tom Reed-Swale

**Absent**

Angel Irigoyen

**Call to Order**

Dr. Pittenger called the meeting to order at 6:35 p.m.

**PTO Report**

Mrs. Savo reported on recent and upcoming PTO events.

**Student Recognition**

Seth Downs, Julian Vanderberg, Faye Fischer, and Cali Wells were recognized for participating and Sophia Scott was recognized as the award recipient for the Connecticut Conference of Municipalities Project.

**Public Comment**

Kevin Farrell, 53 Clay Road.  
Andre Puleo, 36 Knollwood Road.  
Jennifer Cafasso, 21 Perkins Road.  
Julia Strong, 150 Crestwood Road.  
Jenny Turner, 98 Farm View Road.  
Jessica DesPierre, 101 Falls Road.

**Minutes**

**Motion** by Lestinsky, seconded by Amato to accept the December 14, 2022 Regular Meeting Minutes as presented. *The motion carries 7 yes (Amato, Garcia, Lestinsky, Maher, Pittenger, White, Wijesekera), 1 abstain (Uscilla), 1 absent (Irigoyen).*

**Committee Reports**

**ACES:**

Mr. Maher provided an update.

**Curriculum:**

The committee did not meet in January.

**Facilities:**

The committee has not met recently.

**Finance:**

**Motion** by Pittenger, seconded by Garcia to accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through December 31, 2022 as presented. *The motion carries 8 yes (Amato, Garcia, Lestinsky, Maher, Pittenger, Uscilla, White, Wijesekera), 1 absent (Irigoyen).*

Dr. Pittenger further reported with an update on the ARP/ESSER III grant projects, 2023-2024 Budget, and the Audit.

**Policy:**

The committee has not met recently.

**Transportation:**

The committee has not met recently.

**Unfinished Business**

**Motion** by Wijesekera, seconded by Maher to accept the revisions to Bylaw 9321 as presented. *The motion carries 8 yes (Amato, Garcia, Lestinsky, Maher, Pittenger, Uscilla, White, Wijesekera), 1 absent (Irigoyen).*

**Motion** by Pittenger, seconded by Lestinsky to accept the revisions to Policy 0523 as presented. *The motion fails 3 yes (Amato, Pittenger, Wijesekera), 5 no (Garcia, Lestinsky, Maher, Uscilla, White), 1 absent (Irigoyen).*

**New Business**

**Motion** by Amato, seconded by Wijesekera to amend the agenda to receive and accept the resignation of BOE member, Angel Irigoyen. *The motion carries 8 yes (Amato, Garcia, Lestinsky, Maher, Pittenger, Uscilla, White, Wijesekera).*

**Motion** by Garcia, seconded by White to amend the agenda to add a discussion with a candidate for the BOE vacancy and to enter into a possible executive session and a possible vote. *The motion fails 4 yes (Garcia, Maher, Uscilla, White), 4 no (Amato, Lestinsky, Pittenger, Wijesekera).*

Mrs. Byrd presented the 2023-2024 Superintendent's Proposed Spending Plan and answered questions from Board members. The presentation will be posted on the website.

**Superintendent Report**

Mrs. Byrd reported that on December 31, 2022, PK-6 enrollment was 430 students.

Mrs. Byrd stated that Kindergarten projections are around 55 students at this time and 42 have pre-registered for the fall of 2023.

Mrs. Byrd provided an update on the newly hired Physical Education Teacher and 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**

None.

**Communications**

None.

**Public Comment**

Andre Puleo, 36 Knollwood Road.

**Adjournment**

The meeting adjourned at 8:48 p.m.

Susan L. Carpenter  
Recording Secretary

# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 8, 2023

Re: Finance Committee Report of Expenditures and Adjustments

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

The attached reports present the adopted 2022-2023 Operating Budget with encumbrances through January 31, 2023.

Recommended Motions:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through January 31, 2023.

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

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ Dec	Var% Dec	Var\$ Jan	Var% Jan
<b>General Education</b>								
<b>Salaries</b>								
Certified	\$2,027,620	\$2,027,620	\$841,358	\$1,958,810	\$ 53,590	2.64%	\$ 68,810	3.39%
Curriculum (Supplemental)	\$43,033	\$43,033	\$15,975	\$43,033	\$ -	0.00%	\$ -	0.00%
Non-Certified	\$325,500	\$325,500	\$108,086	\$325,500	\$ -	0.00%	\$ -	0.00%
Nurse	\$52,883	\$52,883	\$21,199	\$52,883	\$ -	0.00%	\$ -	0.00%
<b>Total Salaries</b>	<b>\$2,449,036</b>	<b>\$2,449,036</b>	<b>\$986,618</b>	<b>\$2,380,226</b>	<b>\$ 53,590</b>	<b>2.19%</b>	<b>\$ 68,810</b>	<b>2.81%</b>
<b>Benefits</b>	<b>\$529,045</b>	<b>\$529,045</b>	<b>\$218,634</b>	<b>\$459,261</b>	<b>\$ 69,785</b>	<b>13.19%</b>	<b>\$ 69,785</b>	<b>13.19%</b>
<b>Services</b>								
BCS	\$5,230	\$5,230	\$58,771	\$5,230	\$ -	0.00%	\$ -	0.00%
Curriculum	\$93,220	\$93,220	\$83,269	\$93,220	\$ -	0.00%	\$ -	0.00%
IT	\$66,300	\$66,300	\$20,131	\$66,300	\$ -	0.00%	\$ -	0.00%
<b>Total Services</b>	<b>\$164,750</b>	<b>\$164,750</b>	<b>\$162,171</b>	<b>\$164,750</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Supplies</b>								
BCS	\$51,989	\$51,989	\$34,544	\$51,989	\$ -	0.00%	\$ -	0.00%
Curriculum	\$38,600	\$38,600	\$11,060	\$38,600	\$ -	0.00%	\$ -	0.00%
IT	\$102,800	\$102,800	\$87,199	\$102,800	\$ -	0.00%	\$ -	0.00%
<b>Total Supplies</b>	<b>\$193,389</b>	<b>\$193,389</b>	<b>\$132,803</b>	<b>\$193,389</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Other</b>								
BCS	\$1,300	\$1,300	\$440	\$1,300	\$ -	0.00%	\$ -	0.00%
Curriculum	\$1,003	\$1,003	\$190	\$1,003	\$ -	0.00%	\$ -	0.00%
IT	\$42,600	\$42,600	\$46,204	\$42,600	\$ -	0.00%	\$ -	0.00%
<b>Total Other</b>	<b>\$44,903</b>	<b>\$44,903</b>	<b>\$46,834</b>	<b>\$44,903</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Subtotal</b>	<b>\$3,381,124</b>	<b>\$3,381,124</b>	<b>\$1,547,060</b>	<b>\$3,242,529</b>	<b>\$ 123,375</b>	<b>3.65%</b>	<b>\$ 138,595</b>	<b>4.10%</b>
<b>Special Education</b>								
Salaries	\$1,301,701	\$1,301,701	\$624,774	\$1,243,019	\$ 17,360	1.33%	\$ 58,682	4.51%
Benefits	\$340,576	\$340,576	\$144,348	\$271,857	\$ 68,719	20.18%	\$ 68,719	20.18%
Services	\$245,396	\$245,396	\$113,424	\$275,396	\$ (30,000)	-12.23%	\$ (30,000)	-12.23%
Supplies	\$28,769	\$28,769	\$11,040	\$28,769	\$ -	0.00%	\$ -	0.00%
Other	\$3,186	\$3,186	\$10,238	\$11,397	\$ (8,211)	-257.73%	\$ (8,211)	-257.73%
<b>Subtotal</b>	<b>\$1,919,628</b>	<b>\$1,919,628</b>	<b>\$903,824</b>	<b>\$1,830,438</b>	<b>\$ 47,867</b>	<b>2.49%</b>	<b>\$ 89,189</b>	<b>4.65%</b>
<b>Operations and Overhead</b>								
Salaries	\$1,024,163	\$1,024,163	\$558,156	\$1,024,163	\$ -	0.00%	\$ -	0.00%
Benefits	\$237,805	\$237,805	\$126,479	\$216,236	\$ 16,569	6.97%	\$ 21,569	9.07%
Services	\$168,265	\$168,265	\$107,177	\$172,195	\$ (3,630)	-2.16%	\$ (3,930)	-2.34%
Supplies	\$39,300	\$39,300	\$20,199	\$39,300	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$85,000	\$85,000	\$50,863	\$100,000	\$ -	0.00%	\$ (15,000)	-17.65%
Facilities and Maintenance	\$116,550	\$116,550	\$62,481	\$116,550	\$ -	0.00%	\$ -	0.00%
Student Transportation	\$281,759	\$281,759	\$142,380	\$ 281,759.00	\$ -	0.00%	\$ -	0.00%
Other	\$24,100	\$24,100	\$12,650	\$ 22,500.00	\$ -	0.00%	\$ 1,600	6.64%
<b>Subtotal</b>	<b>\$1,976,942</b>	<b>\$1,976,942</b>	<b>\$1,080,384</b>	<b>\$ 1,972,703.00</b>	<b>\$ 12,939</b>	<b>0.65%</b>	<b>\$ 4,239</b>	<b>0.21%</b>
<b>Total</b>	<b>\$7,277,693</b>	<b>\$7,277,693</b>	<b>\$3,531,268</b>	<b>\$7,045,670</b>	<b>\$184,181</b>	<b>2.53%</b>	<b>\$ 232,023</b>	<b>3.19%</b>

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



# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 8, 2023

Re: Unfinished Business

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It is recommended that under UNFINISHED BUSINESS:

The Superintendent presented a proposed 2023-2024 Spending Plan at the January 11, 2023 Board of Education meeting. The Board presented the proposed Spending Plan to the Bethany Board of Finance on January 20, 2023.

The Superintendent is recommending a budget totaling \$7,538,595 which represents an increase of \$260,902 (3.58%) over the 2022-2023 adopted budget.

This proposed budget will:

1. Continue to provide resources, time, and materials to revise and implement curriculum, instruction, and assessments.
2. Continue to support the need for staff to assess academic progress and communicate results.
3. Continue to emphasize technology integration and professional development.
4. Continue to support the needs of all students in a safe and secure environment.
5. Include the addition of a grade six teaching position.

Recommended Motion:

- a. Move that the Board of Education adopt the Superintendent's recommended Spending Plan for the 2023-2024 school year in the amount of \$7,538,595.



# Memorandum



To: Board of Education Members  
From: Kai Byrd, Superintendent  
Date: February 8, 2023  
Re: Appointment of Board Member

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It is recommended under NEW BUSINESS:

Recommended Motion:

- B. Move the Bethany Board of Education appoint Susan Bradford to fill the Bethany Board of Education vacancy created by Angel Irigoyen's resignation with the term expiring at the next Town election on November 7, 2023.

# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: February 8, 2023

Re: Superintendent Report

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## Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Kindergarten Projections
- Personnel Update

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

Grade (Sections)	08/31/2022*	09/30/2022*	10/31/2022*	11/30/2022*	12/31/2022*	01/31/2023*
<b>PK</b>	27	26	27	27	27	29
<b>K (3)</b>	44	43	43	43	43	42
<b>1 (3)</b>	56	56	56	56	56	56
<b>2 (3)</b>	54	54	54	54	53	53
<b>3 (4)</b>	71	72	73	73	73	73
<b>4 (3)</b>	65	66	66	66	66	65
<b>5 (3)</b>	64	65	65	65	65	65
<b>6 (2)</b>	47	47	47	47	47	47
<b>TOTAL (21)</b>	<b>428</b>	<b>429</b>	<b>431</b>	<b>431</b>	<b>430</b>	<b>430</b>

\* Six Open Choice students included.

**2021-2022 ENROLLMENT SUMMARY**

Grade (Sections)	08/31/2021*	09/30/2021*	10/31/2021*	11/30/2021*	12/31/2021*	01/31/2021*
<b>PK</b>	16	17	19	22	23	23
<b>K (3)</b>	50	49	50	50	51	51
<b>1 (3)</b>	51	51	51	51	51	51
<b>2 (4)</b>	66	66	66	66	67	66
<b>3 (3)</b>	57	57	57	58	59	59
<b>4 (3)</b>	58	59	59	60	60	60
<b>5 (2)</b>	40	40	42	43	43	43
<b>6 (3)</b>	49	49	50	51	51	51
<b>TOTAL (21)</b>	<b>387</b>	<b>388</b>	<b>394</b>	<b>401</b>	<b>405</b>	<b>404</b>

\*Five Open Choice students included.

One OOD student is not included above.

**2020-2021 ENROLLMENT SUMMARY**

Grade (Sections)	08/31/2020*	09/30/2020*	10/31/2020*	11/30/2020*	12/31/2020*	01/31/2020*
<b>PK</b>	16	16	16	16	17	17
<b>K (3)</b>	54	53	53	53	53	52
<b>1 (4)</b>	62	61	61	61	61	61
<b>2 (3)</b>	53	53	53	53	53	53
<b>3 (3)</b>	55	55	55	56	56	57
<b>4 (2)</b>	39	40	40	40	40	40
<b>5 (3)</b>	48	48	48	48	48	47
<b>6 (2)</b>	43	43	43	43	43	44
<b>TOTAL (20)</b>	<b>370</b>	<b>369</b>	<b>369</b>	<b>370</b>	<b>371</b>	<b>371</b>

\* One Staff Member & Five Open Choice students included.

Two OOD students are not included above. 1

# Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: February 8, 2023

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

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## Under ADMINISTRATIVE REPORTS:

- **Curriculum**
  - Professional Development
  - Grant Update
  
- **Special Education**
  - Department Updates

# Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: February 8, 2023

Re: Principal's Report

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Under ADMINISTRATIVE REPORTS:

- Steering Committee Update
- BCS Happenings