

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, September 13, 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. 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.

4. Approval of Minutes (Bylaw 9326)

- a. July 20, 2023 Regular Meeting Minutes Action Item

5. 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 June 30, 2023..... Action Item
 - ii. Report of expenditures and adjustments to the 2023-2024 Operating Budget through July 31, 2023 Action Item
 - iii. Report of expenditures and adjustments to the 2023-2024 Operating Budget through August 31, 2023 Action Item
- e. Negotiations

- f. Policy
- g. Transportation

6. Unfinished Business (Bylaw 9300)

- a. None.

7. New Business (Bylaw 9300)

- a. Child Care Leave Request.....Action Item
- b. Development of 2023-2024 Board Goals (Policy 0111)

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: Kai Byrd, Superintendent

Date: September 13, 2023

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the July 20, 2023 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
BCS Learning Commons
July 20, 2023

Present

Susan Bradford
Amy Lestinsky
Chris Pittenger
Amy Lestinsky
Chris Pittenger
Shawn Uscilla arrived at 6:43 pm

Administration

Kai Byrd

Absent

Angelo Amato
John Paul Garcia
EJ Maher

Call to Order

Dr. Pittenger called the meeting to order at 6:37 p.m.

Public Comment

None.

Minutes

Motion by Lestinsky, seconded by Bradford to accept the June 14, 2023 Regular Meeting Minutes as presented. *The motion carries 3 yes (Bradford, Lestinsky, Pittenger), 2 abstain (White, Wijesekera), 4 absent (Amato, Garcia, Maher, Uscilla).*

Unfinished Business

None.

New Business

None.

Superintendent Report

Mrs. Byrd reported that on July 20, 2023, PK-6 enrollment is 446 students.

Mrs. Byrd stated that an Instructional Aide will be added to the second grade to support the 3 sections.

Mrs. Byrd announced a recent teacher resignation and newly hired personnel.

Mrs. Byrd stated that the Pavilion is in the final stretch and we are awaiting the official notice of occupancy from the Town.

Mrs. Byrd reported that the new shed will be delivered in early August and the portable will be removed shortly thereafter.

Chairman Report

Dr. Pittenger discussed the orientation process and timing once new Board members are elected in November.

Communications

None.

Public Comment

Jeanette Savo, 625 Litchfield Turnpike.

Adjournment

The meeting adjourned at 6:59 p.m.

Susan L. Carpenter
Recording Secretary

Memorandum



To: Board of Education Members
From: Kai Byrd, Superintendent
Date: September 13, 2023
Re: Finance Committee Report of Expenditures and Adjustments

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

The attached report presents the adopted 2022-2023 Operating Budget with encumbrances through June 30, 2023.

Recommended Motion:

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

The attached reports present the adopted 2023-2024 Operating Budget with encumbrances through August 31, 2023.

Recommended Motions:

- ii. Move that the Board of Education accept the report of expenditures and adjustments to the 2023-2024 Operating Budget through July 31, 2023.
- iii. Move that the Board of Education accept the report of expenditures and adjustments to the 2023-2024 Operating Budget through August 31, 2023.

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

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ May	Var% May	Var\$ June	Var% June
General Education								
Salaries								
Certified	\$2,027,620	\$2,027,620	\$2,038,647	\$2,038,647	\$ 23,810	1.17%	\$ (11,027)	-0.54%
Curriculum (Supplemental)	\$43,033	\$43,033	\$15,975	\$15,975	\$ -	0.00%	\$ 27,058	62.88%
Non-Certified	\$325,500	\$325,500	\$320,878	\$320,878	\$ -	0.00%	\$ 4,622	1.42%
Nurse	\$52,883	\$52,883	\$50,619	\$50,619	\$ -	0.00%	\$ 2,264	4.28%
Total Salaries	\$2,449,036	\$2,449,036	\$2,426,119	\$2,426,119	\$ 23,810	0.97%	\$ 22,917	0.94%
Benefits	\$529,045	\$529,045	\$370,689	\$370,689	\$ 157,921	29.85%	\$ 158,356	29.93%
Services								
BCS	\$5,230	\$5,230	\$21,514	\$21,514	\$ 800	15.30%	\$ (16,284)	-311.36%
Curriculum	\$93,220	\$93,220	\$112,858	\$112,858	\$ (20,124)	-21.59%	\$ (19,638)	-21.07%
IT	\$66,300	\$66,300	\$70,137	\$70,137	\$ (5,494)	-8.29%	\$ (3,837)	-5.79%
Total Services	\$164,750	\$164,750	\$204,510	\$204,510	\$ (24,818)	-15.06%	\$ (39,760)	-24.13%
Supplies								
BCS	\$51,989	\$51,989	\$62,559	\$62,559	\$ (8,936)	-17.19%	\$ (10,570)	-20.33%
Curriculum	\$38,600	\$38,600	\$71,554	\$71,554	\$ (33,200)	-86.01%	\$ (32,954)	-85.37%
IT	\$102,800	\$102,800	\$125,359	\$125,359	\$ (21,518)	-20.93%	\$ (22,559)	-21.94%
Total Supplies	\$193,389	\$193,389	\$259,471	\$259,471	\$ (63,654)	-32.92%	\$ (66,082)	-34.17%
Other								
BCS	\$1,300	\$1,300	\$1,024	\$1,024	\$ 185	14.23%	\$ 276	21.23%
Curriculum	\$1,003	\$1,003	\$530	\$530	\$ 473	47.16%	\$ 473	47.16%
IT	\$42,600	\$42,600	\$47,557	\$47,557	\$ (4,960)	-11.64%	\$ (4,957)	-11.64%
Total Other	\$44,903	\$44,903	\$49,111	\$49,111	\$ (4,302)	-9.58%	\$ (4,208)	-9.37%
Subtotal	\$3,381,124	\$3,381,124	\$3,309,899	\$3,309,899	\$ 88,958	2.63%	\$ 71,225	2.11%
Special Education								
Salaries	\$1,301,701	\$1,301,701	\$1,267,753	\$1,267,753	\$ 36,882	2.82%	\$ 33,947	2.61%
Benefits	\$340,576	\$340,576	\$271,391	\$271,391	\$ 84,684	24.86%	\$ 69,185	20.31%
Services	\$245,396	\$245,396	\$263,215	\$263,215	\$ (1,561)	-0.64%	\$ (17,819)	-7.26%
Supplies	\$28,769	\$28,769	\$17,724	\$17,724	\$ 11,969	41.60%	\$ 11,045	38.39%
Other	\$3,186	\$3,186	\$11,453	\$11,453	\$ (8,323)	-261.24%	\$ (8,267)	-259.48%
Subtotal	\$1,919,628	\$1,919,628	\$1,831,536	\$1,831,536	\$ 123,430	6.43%	\$ 88,092	4.59%
Operations and Overhead								
Salaries	\$1,024,163	\$1,024,163	\$996,246	\$996,246	\$ -	0.00%	\$ 27,917	2.73%
Benefits	\$237,805	\$237,805	\$209,142	\$209,142	\$ 27,113	11.40%	\$ 28,662	12.05%
Services	\$168,265	\$168,265	\$168,190	\$168,190	\$ (2,351)	-1.40%	\$ 75	0.04%
Supplies	\$39,300	\$39,300	\$45,005	\$45,005	\$ (3,800)	-9.67%	\$ (5,705)	-14.52%
Utilities (Electricity)	\$85,000	\$85,000	\$132,299	\$132,299	\$ (35,000)	-41.18%	\$ (47,299)	-55.65%
Facilities and Maintenance	\$116,550	\$116,550	\$140,777	\$140,777	\$ (24,250)	-20.81%	\$ (24,227)	-20.79%
Student Transportation	\$281,759	\$281,759	\$281,759	\$281,759.00	\$ -	0.00%	\$ -	0.00%
Other	\$24,100	\$24,100	\$55,943	\$55,942.95	\$ (34,250)	-142.12%	\$ (31,843)	-132.13%
Subtotal	\$1,976,942	\$1,976,942	\$2,029,361	\$2,029,360.79	\$ (72,538)	-3.67%	\$ (52,419)	-2.65%
Total	\$7,277,693	\$7,277,693	\$7,170,796	\$7,170,796	\$ 139,850	1.92%	\$ 106,897	1.47%

excess cost =		
#1 rcv'd=	38783	-78,000 transferred to Non Lapse 10-248
#2 rcv'd =	16096.5	\$28,897.37 returned to town from surplus
Total =	54879.5	\$7,187.00 excess cost returned to town
		\$36,084.37 total returned to town for 2022-2023

Bethany Board of Education
Operating Budget 2023-2024 Summary - as of July 2023

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$	Var%	Var\$ July	Var% July
General Education								
Salaries								
Certified	\$2,239,147	\$2,286,089	\$0	\$2,286,089			\$ -	0.00%
Curriculum (Supplemental)	\$0	\$0	\$0	\$0			\$ -	#DIV/0!
Non-Certified	\$261,922	\$258,624	\$1,804	\$258,624			\$ -	0.00%
Nurse	\$54,057	\$54,058	\$0	\$54,058			\$ -	0.00%
Total Salaries	\$2,555,126	\$2,598,770	\$1,804	\$2,598,770			\$ -	0.00%
Benefits	\$502,865	\$439,519	\$17,729	\$439,519			\$ -	0.00%
Services								
BCS	\$5,800	\$5,800	\$0	\$5,800			\$ -	0.00%
Curriculum	\$94,012	\$94,012	\$288	\$94,012			\$ -	0.00%
IT	\$52,600	\$52,600	\$6,056	\$52,600			\$ -	0.00%
Total Services	\$152,412	\$152,412	\$6,344	\$152,412			\$ -	0.00%
Supplies								
BCS	\$65,380	\$65,380	\$0	\$65,380			\$ -	0.00%
Curriculum	\$5,646	\$5,646	\$0	\$5,646			\$ -	0.00%
IT	\$111,270	\$113,868	\$32,838	\$113,868			\$ -	0.00%
Total Supplies	\$182,296	\$184,894	\$32,838	\$184,894			\$ -	0.00%
Other								
BCS	\$1,550	\$1,550	\$0	\$1,550			\$ -	0.00%
Curriculum	\$650	\$650	\$0	\$650			\$ -	0.00%
IT	\$31,250	\$31,250	\$0	\$31,250			\$ -	0.00%
Total Other	\$33,450	\$33,450	\$0	\$33,450			\$ -	0.00%
Subtotal	\$3,426,149	\$3,409,045	\$58,716	\$3,409,045			\$ -	0.00%
Special Education								
Salaries	\$1,333,108	\$1,362,993	\$29,780	\$1,362,993			\$ -	0.00%
Benefits	\$294,914	\$269,430	\$5,359	\$269,430			\$ -	0.00%
Services	\$397,265	\$397,265	\$0	\$397,265			\$ -	0.00%
Supplies	\$7,064	\$7,064	\$0	\$7,064			\$ -	0.00%
Other	\$2,852	\$2,852	\$0	\$2,852			\$ -	0.00%
Subtotal	\$2,035,203	\$2,039,604	\$35,139	\$2,039,604			\$ -	0.00%
Operations and Overhead								
Salaries	\$1,050,846	\$1,039,336	\$73,301	\$1,039,336			\$ -	0.00%
Benefits	\$248,635	\$267,848	\$8,949	\$267,848			\$ -	0.00%
Services	\$169,229	\$174,229	\$21,491	\$174,229			\$ -	0.00%
Supplies	\$44,800	\$44,800	\$0	\$44,800			\$ -	0.00%
Utilities (Electricity)	\$120,000	\$120,000	\$0	\$120,000			\$ -	0.00%
Facilities and Maintenance	\$131,330	\$131,330	\$15,364	\$131,330			\$ -	0.00%
Student Transportation	\$291,678	\$291,678	\$0	\$291,678.00			\$ -	0.00%
Other	\$20,725	\$20,725	\$4,782	\$20,725.00			\$ -	0.00%
Subtotal	\$2,077,243	\$2,089,946	\$123,887	\$2,089,945.77			\$ -	0.00%
Total	\$7,538,595	\$7,538,595	\$217,742	\$7,538,595			\$ -	0.00%

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

Bethany Board of Education
Operating Budget 2023-2024 Summary - as of August 2023

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ July	Var% July	Var\$ Aug	Var% Aug
General Education								
Salaries								
Certified	\$2,239,147	\$2,286,089	\$0	\$2,280,629	\$ -	0.00%	\$ 5,460	0.24%
Curriculum (Supplemental)	\$0	\$0	\$0	\$0	\$ -	#DIV/0!	\$ -	#DIV/0!
Non-Certified	\$261,922	\$258,624	\$4,647	\$223,517	\$ -	0.00%	\$ 35,107	13.57%
Nurse	\$54,057	\$54,058	\$0	\$54,058	\$ -	0.00%	\$ -	0.00%
Total Salaries	\$2,555,126	\$2,598,770	\$4,647	\$2,558,203	\$ -	0.00%	\$ 40,567	1.56%
Benefits	\$502,865	\$439,519	\$75,285	\$439,519	\$ -	0.00%	\$ -	0.00%
Services								
BCS	\$5,800	\$5,800	\$0	\$5,800	\$ -	0.00%	\$ -	0.00%
Curriculum	\$94,012	\$94,012	\$50,222	\$94,012	\$ -	0.00%	\$ -	0.00%
IT	\$52,600	\$52,600	\$22,300	\$52,600	\$ -	0.00%	\$ -	0.00%
Total Services	\$152,412	\$152,412	\$72,522	\$152,412	\$ -	0.00%	\$ -	0.00%
Supplies								
BCS	\$65,380	\$65,380	\$15,665	\$65,380	\$ -	0.00%	\$ -	0.00%
Curriculum	\$5,646	\$5,646	\$607	\$5,646	\$ -	0.00%	\$ -	0.00%
IT	\$111,270	\$113,868	\$93,209	\$113,868	\$ -	0.00%	\$ -	0.00%
Total Supplies	\$182,296	\$184,894	\$109,481	\$184,894	\$ -	0.00%	\$ -	0.00%
Other								
BCS	\$1,550	\$1,550	\$0	\$1,550	\$ -	0.00%	\$ -	0.00%
Curriculum	\$650	\$650	\$0	\$650	\$ -	0.00%	\$ -	0.00%
IT	\$31,250	\$31,250	\$23,262	\$31,250	\$ -	0.00%	\$ -	0.00%
Total Other	\$33,450	\$33,450	\$23,262	\$33,450	\$ -	0.00%	\$ -	0.00%
Subtotal	\$3,426,149	\$3,409,045	\$285,197	\$3,368,478	\$ -	0.00%	\$ 40,567	1.19%
Special Education								
Salaries	\$1,333,108	\$1,362,993	\$72,851	\$1,363,935	\$ -	0.00%	\$ (942)	-0.07%
Benefits	\$294,914	\$269,430	\$37,113	\$269,430	\$ -	0.00%	\$ -	0.00%
Services	\$397,265	\$397,265	\$13,801	\$397,265	\$ -	0.00%	\$ -	0.00%
Supplies	\$7,064	\$7,064	\$2,668	\$7,064	\$ -	0.00%	\$ -	0.00%
Other	\$2,852	\$2,852	\$250	\$2,852	\$ -	0.00%	\$ -	0.00%
Subtotal	\$2,035,203	\$2,039,604	\$126,682	\$2,040,546	\$ -	0.00%	\$ (942)	-0.05%
Operations and Overhead								
Salaries	\$1,050,846	\$1,039,336	\$146,113	\$1,074,443	\$ -	0.00%	\$ (35,107)	-3.38%
Benefits	\$248,635	\$267,848	\$36,231	\$267,848	\$ -	0.00%	\$ -	0.00%
Services	\$169,229	\$174,229	\$56,265	\$174,229	\$ -	0.00%	\$ -	0.00%
Supplies	\$44,800	\$44,800	\$3,781	\$44,800	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$120,000	\$120,000	\$7,673	\$120,000	\$ -	0.00%	\$ -	0.00%
Facilities and Maintenance	\$131,330	\$131,330	\$23,029	\$131,330	\$ -	0.00%	\$ -	0.00%
Student Transportation	\$291,678	\$291,678	\$0	\$291,678.00	\$ -	0.00%	\$ -	0.00%
Other	\$20,725	\$20,725	\$8,357	\$20,725.00	\$ -	0.00%	\$ -	0.00%
Subtotal	\$2,077,243	\$2,089,946	\$281,449	\$2,125,052.77	\$ -	0.00%	\$ (35,107)	-1.68%
Total	\$7,538,595	\$7,538,595	\$693,328	\$7,534,077	\$ -	0.00%	\$ 4,518	0.06%

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

Memorandum



To: Board of Education Members
From: Kai Byrd, Superintendent
Date: September 13, 2023
Re: Child Care Leave Request

It is recommended under NEW BUSINESS:

Per the Professional Agreement between the Bethany Board of Education and the Bethany Education Association Article XII, Section D, the Board of Education, upon recommendation of the Superintendent, must approve a Child Care Leave of Absence. Attached is a letter from Megan Banker requesting a Child Care Leave following her maternity leave to the end of the 2023-2024 school year.

Recommended Motion:

1. Move the Bethany Board of Education grant a Child Care Leave of Absence to Megan Banker to the end of the 2023-2024 school year following her maternity leave.

August 29, 2023

Dear Bethany Board of Education,

In accordance with the BEA contract, I am requesting a Child Care Leave for the remainder of the 2023-2024 school year following my maternity leave.

Sincerely,

Megan Banker



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.

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.
- Board members will attend and participate in meetings and subcommittee meetings as scheduled.

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: September 13, 2023

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Facilities Update
- Personnel Update

**BETHANY COMMUNITY SCHOOL
2023-2024 ENROLLMENT SUMMARY**

Grade (Sections)	08/31/2023
PK	28
K (4)	54
1 (3)	44
2 (3)	60
3 (3)	53
4 (4)	76
5 (3)	64
6 (3)	66
TOTAL (23)	445

* Six Open Choice students included.

2022-2023 ENROLLMENT SUMMARY

Grade (Sections)	08/31/2022*
PK	27
K (3)	44
1 (3)	56
2 (3)	54
3 (4)	71
4 (3)	65
5 (3)	64
6 (2)	47
TOTAL (21)	428

* Six Open Choice students included.

2021-2022 ENROLLMENT SUMMARY

Grade (Sections)	08/31/2021*
PK	16
K (3)	50
1 (3)	51
2 (4)	66
3 (3)	57
4 (3)	58
5 (2)	40
6 (3)	49
TOTAL (21)	387

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

Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: September 13, 2023

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

Under ADMINISTRATIVE REPORTS:

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

- **Special Education**
 - Department Updates

Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: September 13, 2023

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- BCS Happenings