

**BETHANY BOARD OF EDUCATION
Regular Meeting**

AGENDA

**Wednesday, January 10, 2024
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. December 13, 2023 Regular Meeting Minutes Action Item

5. Committee Reports (Bylaw 9132)

- a. Finance
 - i. Report of expenditures and adjustments to the 2023-2024 Operating Budget through December 31, 2023 Action Item

6. Unfinished Business (Bylaw 9300)

- a. None.

7. New Business (Bylaw 9300)

- a. BOE Meeting Dates for Town Clerk Action Item
- b. Superintendent's Proposed Spending Plan

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

**BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
BCS Learning Commons
December 13, 2023**

Present

Angelo Amato
Susan Bradford
Joseph Cafasso
John Paul Garcia
Shannon Lane
Caroline Leary
Amy Lestinsky
EJ Maher
Shawn Uscilla

Administration

Kai Byrd
Cheryl Kiesel
Tom Reed-Swale

Absent

Call to Order

Mrs. Lestinsky called the meeting to order at 6:36 p.m.

Election of Board Officers

Motion by Lestinsky, seconded by Garcia to move to the election of Board officers then return to the regular agenda. *The motion carries 9 yes.*

Motion by Bradford, seconded by Leary to accept nominations for the position of Chairperson. *The motion carries 9 yes.*

John Paul Garcia nominated and accepted the nomination.

There were no other nominations.

Motion by Bradford, seconded by Lestinsky that the nominations for Chairperson be closed. *The motion carries 9 yes.*

Motion by Cafasso, seconded by Bradford to open balloting for the position of Chairperson. *The motion carries 9 yes.*

Written ballots were distributed and collected. Results are:

Teller's Report for Board Chair	Votes
Number of Votes Cast	9
Necessary for Election (majority)	5
John Paul Garcia Received	8

John Paul Garcia is elected as the Bethany Board of Education Chairperson.

Motion by Bradford, seconded by Cafasso to accept nominations for the position of Vice-Chairperson. *The motion carries 9 yes.*

Angelo Amato nominated and accepted the nomination.

There were no other nominations.

Motion by Garcia, seconded by Lestinsky that the nominations for Vice-Chairperson be closed. *The motion carries 9 yes.*

Motion by Bradford, seconded by Lestinsky to open balloting for the position of Vice-Chairperson. *The motion carries 9 yes.*

Written ballots were distributed and collected. Results are:

Teller's Report for Board Chair	Votes
Number of Votes Cast	9
Necessary for Election (majority)	5
Angelo Amato Received	9

Angelo Amato is elected as the Bethany Board of Education Vice-Chairperson.

Motion by Cafasso, seconded by Bradford to accept nominations for the position of Secretary. *The motion carries 9 yes.*

Caroline Leary nominated and accepted the nomination.

There were no other nominations.

Motion by Garcia, seconded by Cafasso that the nominations for Secretary be closed. *The motion carries 9 yes.*

Motion by Bradford, seconded by Lestinsky to open balloting for the position of Secretary. *The motion carries 9 yes.*

Written ballots were distributed and collected. Results are:

Teller's Report for Board Chair	Votes
Number of Votes Cast	9
Necessary for Election (majority)	5
Caroline Leary Received)	9

Caroline Leary is elected as the Bethany Board of Education Secretary.

PTO Report

Mrs. Zaldo reported on recent and upcoming PTO events.

Public Comment

Melissa Zaldo, 191 Beacon Rd

Minutes

Motion by Maher, seconded by Amato to accept the November 8, 2023 Regular Meeting Minutes as presented and amended. *The motion carries 9 yes.*

Motion by Garcia, seconded by Usiclla to modify the agenda to discuss the BOE Administrative assistant position. *The motion carries 9 yes.*

Motion by Cafasso, seconded by Uscilla to have the Superintendent post, interview and hire someone to serve as the Board of Education Administrative Assistant. *The motion carries 9 yes.*

Committee Reports

ACES:	No report.
Curriculum:	The committee did not meet but Mr. Maher shared that Unified Sports is an outstanding program that brings a great deal of value to students at Bethany Community School.
Facilities:	The committee has not met but during their previous meeting they received updates on buildings and ground projects including roof repairs and HVAC.
Finance:	Motion by Lestinsky, seconded by Amato to accept the report of expenditures and adjustments to the 2023-2024 Operating Budget through November 30, 2023 as presented. <i>The motion carries 9 yes.</i>
Policy:	The committee has not met.
Transportation:	The committee has not met.
Unfinished Business	<p>Mrs. Byrd presented options for the 2024-2025 calendar.</p> <p>Motion by Garcia, seconded by Amato to amend the agenda to discuss Board of Education meeting dates and locations. <i>The motion carries 9 yes.</i></p> <p>Motion by Cafasso, seconded by Amato to accept the 2024-2025 calendar with a full February break to align with the Amity Calendar. <i>The motion carries 9 yes.</i></p>
New Business	<p>Motion by Garcia, seconded by Leary to table all new business regarding policies and policy discussions to a future meeting after the new Policy committee is formed. <i>The motion carries 9 yes.</i></p>
Superintendent Report	<p>Mrs. Byrd reported that on November 30, 2023, PK-6 enrollment was 449 students.</p> <p>Mrs. Byrd announced three resignations.</p> <p>Mrs. Byrd stated the 2024-2025 budget process is underway. The current projected increase is 6.62%</p>
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 BCS events. Mr. Reed-Swale's report is on file in the BOE Packet.
Chairman Report	No report
Communications	None.
Public Comment	Paula Cofrancesco, 27 North Humiston Drive
Adjournment	The meeting adjourned at 8:15 p.m.

Kai Byrd
Recording Secretary

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: January 10, 2024

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education to accept the December 13, 2023 Regular Meeting Minutes as presented.

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: January 10, 2024

Re: Finance Committee Report of Expenditures and Adjustments

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

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

Recommended Motions:

- i. Move that the Board of Education accept the report of expenditures and adjustments to the 2023-2024 Operating Budget through December 31, 2023.

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

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ Nov	Var% Nov	Var\$ Dec	Var% Dec
General Education								
Salaries								
Certified	\$2,239,147	\$2,286,089	\$802,426	\$2,280,629	\$ 5,460	0.24%	\$ 5,460	0.24%
Curriculum (Supplemental)	\$0	\$0	\$0	\$0	\$ -	0.00%	\$ -	0.00%
Non-Certified	\$261,922	\$258,624	\$55,954	\$223,517	\$ 35,107	13.57%	\$ 35,107	13.57%
Nurse	\$54,057	\$54,058	\$17,214	\$54,058	\$ -	0.00%	\$ -	0.00%
Total Salaries	\$2,555,126	\$2,598,770	\$875,594	\$2,558,203	\$ 40,567	1.56%	\$ 40,567	1.56%
Benefits	\$502,865	\$439,519	\$202,398	\$439,519	\$ -	0.00%	\$ -	0.00%
Services								
BCS	\$5,800	\$5,800	\$302	\$5,800	\$ -	0.00%	\$ -	0.00%
Curriculum	\$94,012	\$94,012	\$61,452	\$94,012	\$ -	0.00%	\$ -	0.00%
IT	\$52,600	\$52,600	\$42,754	\$52,600	\$ -	0.00%	\$ -	0.00%
Total Services	\$152,412	\$152,412	\$104,508	\$152,412	\$ -	0.00%	\$ -	0.00%
Supplies								
BCS	\$65,380	\$65,380	\$36,771	\$65,380	\$ -	0.00%	\$ -	0.00%
Curriculum	\$5,646	\$5,646	\$6,471	\$8,500	\$ -	0.00%	\$ (2,854)	-50.55%
IT	\$111,270	\$113,868	\$98,555	\$116,492	\$ -	0.00%	\$ (2,624)	-2.30%
Total Supplies	\$182,296	\$184,894	\$141,797	\$190,372	\$ -	0.00%	\$ (5,478)	-2.96%
Other								
BCS	\$1,550	\$1,550	\$240	\$1,550	\$ -	0.00%	\$ -	0.00%
Curriculum	\$650	\$650	\$40	\$650	\$ -	0.00%	\$ -	0.00%
IT	\$31,250	\$31,250	\$31,780	\$31,250	\$ -	0.00%	\$ -	0.00%
Total Other	\$33,450	\$33,450	\$32,060	\$33,450	\$ -	0.00%	\$ -	0.00%
Subtotal	\$3,426,149	\$3,409,045	\$1,358,357	\$3,373,956	\$ 40,567	1.19%	\$ 35,089	1.03%
Special Education								
Salaries	\$1,333,108	\$1,362,993	\$549,730	\$1,327,788	\$ 35,205	2.58%	\$ 35,205	2.58%
Benefits	\$294,914	\$269,430	\$125,020	\$246,430	\$ 23,000	8.54%	\$ 23,000	8.54%
Services	\$397,265	\$397,265	\$90,551	\$411,455	\$ (14,190)	-3.57%	\$ (14,190)	-3.57%
Supplies	\$7,064	\$7,064	\$5,071	\$7,064	\$ -	0.00%	\$ -	0.00%
Other	\$2,852	\$2,852	\$1,080	\$2,852	\$ -	0.00%	\$ -	0.00%
Subtotal	\$2,035,203	\$2,038,604	\$771,451	\$1,995,589	\$ 44,015	2.16%	\$ 44,015	2.16%
Operations and Overhead								
Salaries	\$1,050,846	\$1,039,336	\$502,713	\$1,065,617	\$ (26,281)	-2.53%	\$ (26,281)	-2.53%
Benefits	\$248,635	\$267,848	\$97,809	\$245,198	\$ 22,650	8.46%	\$ 22,650	8.46%
Services	\$169,229	\$174,229	\$131,659	\$176,471	\$ (245)	-0.14%	\$ (2,242)	-1.29%
Supplies	\$44,800	\$44,800	\$13,196	\$44,800	\$ -	0.00%	\$ -	0.00%
Utilities (Electricity)	\$120,000	\$120,000	\$51,257	\$120,000	\$ -	0.00%	\$ -	0.00%
Facilities and Maintenance	\$131,330	\$131,330	\$101,818	\$131,330	\$ -	0.00%	\$ -	0.00%
Student Transportation	\$291,678	\$291,678	\$118,471	\$ 291,678.00	\$ -	0.00%	\$ -	0.00%
Other	\$20,725	\$20,725	\$14,052	\$ 20,904.00	\$ (179)	-0.86%	\$ (179)	-0.86%
Subtotal	\$2,077,243	\$2,089,946	\$1,030,975	\$ 2,095,997.51	\$ (4,055)	-0.19%	\$ (6,052)	-0.29%
Total	\$7,538,595	\$7,538,595	\$3,158,783	\$7,465,542	\$ 80,527	1.07%	\$ 73,052	0.97%

Prek Account	Revenue	Expenditures	Balance
as of 07/01/2023			106457.06
Tuition Revenue for FY	2751.67		109208.73
Total Expenditures for FY		44746	64462.73
Estimated Balance at Month End			\$64,462.73

10-248a	Revenue	Expenditures	Balance
as of 07/01/2023			369940.74
Total Revenue for FY	82297.88		452238.62
Total Expenditures for FY		101987.97	350250.65
Estimated Balance at Month End			349406.53

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

Total =

Memorandum



To: Board of Education Members
From: Kai Byrd, Superintendent
Date: January 10, 2024
Re: New Business

It is recommended that under NEW BUSINESS:

In accordance with Section 1-225 of the Connecticut General Statutes, a schedule of regular Bethany Board of Education meetings must be filed with the Bethany Town Clerk for a 13-month period beginning January 2024 through January 2025.

The recommended dates are:

January 10, 2024
February 14, 2024
March 13, 2024
April 10, 2024
May 8, 2024
June 12, 2024
July 10, 2024
August 14, 2024
September 11, 2024
October 9, 2024
November 13, 2024
December 11, 2024
January 8, 2025

Recommended Motion:

- b. Move that the Board of Education approve the above schedule of regular Board of Education meeting dates for January 2024 through January 2025 pursuant to Connecticut General Statutes, Section 1-225.

Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: January 10, 2024

Re: Superintendent Report

Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Personnel Update

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

Grade (Sections)	08/2023	09/2023	10/2023	11/30/2023	12/31/2023
PK	28	27	28	28	29
K (4)	54	55	55	56	56
1 (3)	44	44	44	44	44
2 (3)	60	60	60	60	60
3 (3)	53	53	53	53	53
4 (4)	76	76	76	77	77
5 (3)	64	64	64	64	64
6 (3)	66	66	66	67	67
TOTAL (23)	445	445	446	449	450

* Six Open Choice students included.

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

* Six Open Choice students included.

2021-2022 ENROLLMENT SUMMARY					
Grade (Sections)	08/2021*	09/2021*	10/2021*	11/30/2021	12/31/2021
PK	16	17	19	22	23
K (3)	50	49	50	50	51
1 (3)	51	51	51	51	51
2 (4)	66	66	66	66	67
3 (3)	57	57	57	58	59
4 (3)	58	59	59	60	60
5 (2)	40	40	42	43	43
6 (3)	49	49	50	51	51
TOTAL (21)	387	388	394	401	405

*Five Open Choice students included

One OOD student is not included above

Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: January 10, 2024

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: January 10, 2024

Re: Principal's Report

Under ADMINISTRATIVE REPORTS:

- BCS Happenings