

*Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.*

**SCOTLAND BOARD OF EDUCATION**  
**Scotland, Connecticut**  
**Meeting Minutes**  
**August 1, 2023**

**Chair Cassidy Martin called the meeting to order at 7:00 PM. Board members present were Brittany Santiago, Beth Troeger, and Clark Stearns. Administrators present were Superintendent Valerie Bruneau, Principal Ann Knowles, Special Ed Director Susan Costa (online), outgoing Finance Coordinator Tim Smith (online) and new Finance Coordinator Michele Demicco. Absent were Board members Gracie Martin, Rod Perry, Lisa LaBelle and Kathy Scott (clerk). Audience members included Mike Gile & Suellen Henry. The Board recited the Pledge of Allegiance.**

**2. COMMENTS FROM THE PUBLIC:** None

**3. COMMUNICATIONS TO THE BOARD:** None

**4. APPROVAL OF MINUTES**

- **Regular Meeting of July 11, 2023:**  
*#1-22/23 Motion to approve the July 11, 2023 regular meeting minutes, made by Clark Stearns, seconded by Beth Troeger and carried with 3-0-1.*

**5. OPPORTUNITY TO ADD OR DELETE AGENDA ITEMS:** None

**6. CELEBRATIONS:** None

**7. REPORTS**

**A. Chairperson’s Oral Report:** None

**B. Superintendent’s Report:**

- Update on facilities.
- the first Selectman is trying to coordinate having the ducts cleaned in all town buildings and has offered to add SES on the Town capital expense. Will accept.
- Waiting to hear status of three grants.

**C. Principal’s Report:**

- Current enrollment is 103 students (21 preschool aged). Responsible for 113 (including STEM students).
- School cleanup and preparation for the new school year will continue for the next two weeks.
- Beginning the year with all positions filled. (Will evaluate student needs during the first month to solidify para positions.)
- Open house will be on Wednesday, August 23<sup>rd</sup> from 2-3pm.

**D. Special Education Report:**

- ESY went well. 10 of 13 students recommended attended.
- Utilized 2 teachers (Claudia Mendoza and Suellen Henry).
- Anticipate 26 students in Special Education to start the year.

**E. Financial Report and Contract updates:**

- Michele went over the new format. (Was well received).

**#2-22/23 Motion to accept Financial Report dated August 2023, made by Clark Stearns, seconded by Brittany Santiago and carried unanimously (4-0-0).**

**F. PTO:**

- Casual summer meetings.
- Will have representation at the Open House.
- New meeting day/time right after school ends. Hope to be more convenient to staff and parents.

**G. Shared Services updates:** No Report

**H. Liaison Reports including Readiness Council:** No Report

**8. BOARD BUSINESS**

**A. Item: Policy (2nd read) 9260-** Board checked with CABE to ensure that “adequate insurance” was in place. Confirmation was received.

**#3-22/23 Motion to accept the review of policy 9260, made by Clark Stearns, seconded by Brittany Santiago and carried unanimously (4-0-0).**

**B. Item: BOE Self Evaluation-**

- BOE goal to conduct a self-evaluation annually. Second year in a row of completion.
- Focus is on vision, Celebration of Success, parent relations and sage positive environment. Discussion about what is working and what could potentially be little more focused.
- Decided to seek the vision and mission of PHHS and the area elementary boards to collaboratively align goals and potentially begin the tri-town meetings again if boards agree.
- Community Leadership is good, but more can be done with the newsletter. An increase of distribution will happen this year to places like town hall, library, post office, etc.
- Board operations are going well with the monthly attention to policies and a focus on student achievement and participation in CABE and self-reflection.
- the BOE has been ethical with no executive session breaches of past years. The strongest area is the relationship with the Superintendent. The BOE has worked hard to keep this relationship connected.
- Overall areas of growth: aligning the vision and mission to our regional partners, expansion of the newsletter.

**9. OLD BUSINESS UPDATES:** None

**10. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS:** None

**11. EXECUTIVE SESSION ANTICIPATED:**

**A. Item: Superintendent Evaluation-**

**#4-22/23 Motion to enter into Executive Session (.....PM) for the purpose of Superintendent Evaluation with BOE members only for the first half, then inviting the superintendent for the second half, made by Clark Stearns and seconded by Brittany Santiago and passed unanimously (4-0-0).**

**#5-22/23 Motion to end executive session (8:42PM), made by Clark Stearns and seconded by Brittany Santiago passed unanimously (4-0-0).**

**12. OTHER ACTION ITEMS:** None

**13. UPCOMING MEETINGS**

- **Regular Board Meeting September 5, 2023**
- **Items for Next Meeting and Assignments:**
  1. SBAC results presentation (Ann Knowles)
  2. Curriculum planning for SES

**14. ADJOURNMENT:**

***#6-22/23 Motion to adjourn (8:44 PM) made by Clark Stearns, seconded by Brittany Santiago and carried unanimously (4-0-0).***

***Respectfully submitted by Valerie Bruneau  
Superintendent  
VB/dw***