

BOARD OF EDUCATION  
CANTERBURY, CONNECTICUT

Date: Tuesday, November 12, 2019

Time: 7:00 p.m.

Place: Dr. Helen Baldwin Middle School-Media Center

Approved 12/10/2019

**A. Call of Quorum, Pledge of Allegiance and Read Mission Statement**

**Attendance:** Nancy Duvall, Chairperson; Walt Petruniw; Tom Dufort, Leticia Velasquez

**Administration:** Dr. Lois DaSilva-Knapton, Superintendent; Neil Rinaldi, Interim-Principal BMS; Sarah Cary, Principal CES; Michele Demicco, Director of Finance and Operations

Nancy Duvall called the Board of Education meeting to order at 7:04 p.m.

**B. Special Purpose/Recognition**

**1. Superintendents Presentation Regarding Strategic Planning Process**

**2. Parish Hill Presentation**

The Superintendent, Principal, students, BOE member and PTO members came to share their experiences and show support for Parish Hill High School and show us why it should be a school of choice for Canterbury students

**3. Recognition of Outgoing BOE Members**

Walt Petruniw and Leticia Velasquez were given a thank you gift for their service to the BOE over the years

**C. Comments from Visitors**

- a. CT State Police response to residents request to investigate events of call made in May 2019
- b. Resident of Scotland spoke regarding the importance of education and her support of Parish Hill

**D. Presentations & Actions**

1. Superintendent Written and Oral Report
2. Administrators' Written and Oral Reports – (also available on website)
  - a. NAEYC Appeal for CES declined
  - b. Resource Fair had to be rescheduled due to the weather
3. Bus Lease Bank Information
  - a. Lease rates were received from Putnam Bank and Spafford Leasing and they were higher than what Dattco provided in the original Bus RFP

**Motion:** To postpone decision until next Board of Ed Meeting

**By:** Walt Petruniw

**Second:** Tom Dufort

**All in Favor**

**Motion passes**

#### **4. Title I & II Grants**

- Title I - \$102,302.00
- Title II - \$17,320.00

**Motion:** To accept the Title I and II Grants as noted above

**By:** Tom Dufort

**Second:** Walt Petruniw

**All in Favor:**

**Motion passes**

#### **5. Additional Appropriation Investigation**

- A price quote was received from Shipman & Goodwin which ranged from \$3400 to \$5100 for up to 15 hours of time
- School Cost of Annual Audit is \$13,500
- Did not have pricing from a consultant in time for the meeting

**Motion:** To go with Shipman & Goodwin for investigation, limiting the time to complete to 10 hours

**By:** Walt Petruniw

**Second:** Leticia Valesquez

**Yay:** Walt, Leticia

**Nay:** Nancy, Tom

**Motion does not pass**

#### **6. 2020 Board of Education Meeting Schedule**

**Motion:** To accept the Meeting Schedule as proposed

**By:** Tom Dufort

**Second:** Leticia Valesquez

**All in Favor:**

**Motion passes**

7. **Interim Superintendent** – Introduction of Jim Connelly  
Jim Connelly was introduced as Interim Superintendent and he shared some of his past experiences with the group
8. **Superintendent Executive Search** – Contract has yet to be signed with CABE and our CABE search representatives will be invited to present at a future BOE meeting

**Motion:** To move E1 (Middle School Principle Committee) to 8a.

**By:** Tom Dufort

**Second:** Walt Petruniw

**All in Favor:**

**Motion passes**

**8a. Middle School Principal Committee Report**

Garrett Ducotte, the new principal of BMS, was introduced and he will take the helm on January 2<sup>nd</sup>.

9. **Retirement/Resignation Letters** –  
We have two retirements and three resignations:

Nancy Turner, CES nurse will be retiring effective January 10, 2020 and Maura Barrette, Special Ed Teacher at CES will be retiring at the end of the 2020 school year.

Jason Beit, Music Teacher resigned on November 1<sup>st</sup>; Brian Berard, Custodian, resigned on October 30<sup>th</sup>; and Casey Barron resigned as Bus Coordinator on November 1<sup>st</sup> but will remain on staff as a Bus Driver.

The Transportation Coordinator duties will be divvied up until a new coordinator is hired or other resolution is found.

**Motion:** To accept the Retirements as listed above

**By:** Tom Dufort

**Second:** Walt Petruniw

**All in Favor:**

**Motion passes**

**Motion:** To accept the resignations as listed above

**By:** Tom Dufort

**Second:** Walt Petruniw

**All in Favor:**

**Motion passes**

10. EASTCONN Board

11. Woodstock Academy Board

**Motion:** to postpone appointing representatives for Eastconn and WA until the next BOE meeting

**By:** Walt Petruniw

**Second:** Leticia Valesquez

**All in Favor**

**Motion passes**

12. Policies – First Read

- a. P3171.1 Non-lapsing Education Fund
- b. P3410 System Accounts
- c. P3430 Periodic Financial Reports
- d. P3432 Budget & Expense Report / Annual Financial Statement
- e. P5142 Student Safety
- f. P6142 Basic Instructional Program
- g. P6159 Individualized Education Program/ Special Education Program

**Motion:** To move the First Read of Policies a-g to next BOE meeting for new board members to review

**By:** Walt Petruniw

**Second:** Tom Dufort

**All in Favor:**

**Motion passes**

#### **E. Committee Reports/Correspondence to the Board**

1. **Additional Appropriation Information** - Bills from 2018/2019 have been paid
2. **Rosalee Saverese Fund Report**
  - Total of \$47,465, after all fees were paid
  - \$50,000 for “Instructional/library materials”; attached list shows what the funds were used for
3. **2019/2020 September Financials**
  - 20% of budget spent to date
4. **Software Discussion**
  - Current Software is sunsetting (Closing)
  - Michelle feels that PowerSchool Financials is best choice for district
  - Has other possible cost savings if other modules are used (like payroll and others) these modules are included in cost
  - Lowest cost of software packages reviewed
5. **Phone Purchase Information**
  - Phone systems that are being demoed are from the state contracts
6. **CES Oil Tank Update**
  - Meeting in Hartford on 11/19
7. **Facility Meeting** – TBS
8. **Policy Committee meeting** - meeting on 11/4/19

**F. Public Comments - none**

**G. Consent Agenda**

1. BOE Meeting Minutes – October 8, 2019
2. BOE Special Meeting Minutes – October 16, 2019

**Motion:** To accept Consent Agendas 1 and 2

**By:** Walt Petruniw

**Second:** Tom Dufort

**All In Favor**

**Motion passes**

**I. Adjournment**

**Motion:** For adjournment at 9:19 p.m.

**By:** Tom Dufort

**Second:** Walt Petruniw

**All in Favor**

**Motion passes**

*Respectfully submitted by: Nancy Duvall, Secretary*