

BOARD OF EDUCATION
CANTERBURY, CONNECTICUT

Date: Tuesday, October 8, 2019

Time: 7:00 p.m.

Place: Dr. Helen Baldwin Middle School-Media Center

Approved November 12, 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; Sara Cary, Principal CES; Jeff Ferranti, Pupil Service Director; 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 – None this month

C. Board of Education Response to Previous Public Comments

- Regarding buses and those will be discussed later according to Agenda

D. Comments from Visitors (Agenda Items Only)

- None

E. Presentations & Actions

1. Superintendent Written and Oral Report

- BMS classes changed to be more heterogeneously based per board policy
- Fiber Optics and VOIP install is now complete – now must be connected to School Systems
- New Phone system is being looked at – would cost district \$30-\$60K – funds are in CIP
- New weather forecast company selected on a trial basis. Service that was being used last year, for free, is not available for free anymore. There is a cost of \$1200 associated for the new service, the previous service would cost \$1300.
- Student Panel created, need current and former students to sit on panel – October 28th

- a. Enrollment- 748 total students, down 18 total – lost many at the high school level, due to class size difference.

2. Administrators' Written and Oral Reports – available on website

3. Custodian Contract 2019-2022 Ratified

Motion: To ratify the Custodian 2019-2022 Contract

By: Walt Petruniw

Second: Leticia Valesquez

All in Favor

Motion passes

4. Bus Lease Conversation (see Superintendent's Comprehensive Report)

Motion: For the Superintendent to contact banks and ask for lease rates for buses

By: Walt Petruniw

Second: Tom Dufort

All in Favor

Motion passes

5. Health Office Standing Orders

Motion: To accept the CES Health Curriculum as presented

By: Walt Petruniw

Second: Leticia Velasquez

All in Favor:

Motion passes

6. Additional Appropriation Investigation

- Discussion with Auditor gave two more options to the Board
 - Wait for the findings of the 2018-2019 town audit
 - Hire a consultant to perform audit – this would be the quickest and most impartial method
- As a third option is the original suggestion of the Board attorney's office conducting the investigation

Motion: To have Board chair gather pricing for all three options to compare

By: Tom Dufort

Second: Walt Petruniw

All in Favor:

Motion passes

7. 2020 Board of Education Meeting Schedule
 - Discussed having two meetings a month so meetings could be shorter
 - To be brought back to next meeting
8. Interim Superintendent Search
 - A list of 26 potential candidates was received with some resumes from CAPPS

Motion: To have Board chair seek further information from the potential candidates and to set up a special meeting when information is received

By: Tom Dufort

Second: Walt Petruniw

All in Favor:

Motion passes

9. Superintendent Executive Search
 - Pricing received from three search companies, CABE, NESDEC and CES
 - Pricing ranged from \$10K to \$20K

Motion: To move forward with Superintendent search using CABE

By: Tom Dufort

Second: Leticia Velasquez

All in Favor:

Motion passes

10. Retirement/Resignation Letters - NONE

F. Committee Reports/Correspondence to the Board

1. Middle School Principal Committee Report
 - Moving forward with search
 - Projected for decision to be made by beginning of December
2. 2018-2019 Budget – Additional Appropriation Information
 - Additional Appropriation – Referendum passed – bills will be processed and paid shortly

3. 2019/2020 September Financials
 - Spent to date \$1,630,304.78 - 14% of budget
 - The Financial Update, Budget Report, Check Register (7/1-8/31) and the transfer list was handed out. This financial package will be the new standard and will be provided to BOE members, as well as, the BOF and First Selectman.
 - Suggested transfers are:\$ 6,000 from negotiations line to 24001 and 24003 for Course reimbursements (teachers)

Motion: To accept the transfers as listed in Financials Package

By: Tom Dufort

Second: Walt Petruniw

All in Favor:

Motion passes

4. Financial Software Initial Discussion

The current financial software used by the school will be sun-setting on June 30th, a new software package needs to be purchased. Michelle D. attending a meeting with surrounding towns, who are also being affected by this situation, she received pricing and different towns are looking at different packages and also are entertaining purchasing or leasing the software. The costs range from \$60K to \$140K. *Suggestion made for Michelle D to contact NECOG to see about potentially sharing the software cost with other towns.*

5. **Facility Meeting** – August 29, 2019

- a. Phone Purchase Information
- b. CES Oil Tank Update – process is moving along, no definite date on completion as of yet

6. **Policy Committee meeting** - next meeting to be scheduled – policies regarding financials and processes will be reviewed

7. **EASTCONN**

- a. **Board of Directors Representative** – new designee will be determined where there is full board

8. **Woodstock Academy Board of Trustees**

- a. **Board of Trustees Representative** - will be determined after election

9. **Budget Planning Committee Meeting** - next meeting is TBD

10. **Final Strategic Plan - Stakeholder Input Session:** October 28, 2019 6-7pm

11. **Parent Correspondence to the Board** –

The BOE was copied on a letter that a parent sent to Dept of Emergency Services and Publics Protection – awaiting results

12. **Annual Emergency Operation Plan (EOP):** to be held October 15th – Invitation Only

Motion: To bring comprehensive bus analysis to CIP meeting for 9/19 with request to change verbiage from purchase to lease.

By: Walt Petruniw

Second: Tom Dufort

All in Favor:

Motion passes

G. Public Comments

- Regarding using same software as the town
- Regarding BOE meeting schedule and changing meetings to twice a month
- Regarding town vote on additional appropriation and how it was not mentioned that it would not affect taxes either way
- The Canterbury Administrators acknowledged all Board members, thanking them with flowers and a card.
- Regarding the additional costs associated with the interim Superintendent and hiring a new superintendent while current superintendent will be on leave

H. Consent Agenda

1. BOE Meeting Minutes – September 10, 2019
2. BOE Special Meeting Minutes – September 18, 2019
3. Facilities Committee Meeting Minutes – August 29,2019

Motion: To accept Meeting minutes that were not listed on the Agenda

By: Walt Petruniw

Second: Tom Dufort

All In Favor

Motion passes

I. Adjournment

Motion: For adjournment at 9:32 p.m.

By: Tom Dufort

Second: Walt Petruniw

All in Favor

Motion passes

Respectfully submitted by: Nancy Duvall, Secretary