



**MEETING MINUTES**  
**CANTERBURY PUBLIC SCHOOLS BOARD OF EDUCATION**

**DATE:** Tuesday, April 13, 2021  
**PLACE:** Virtual

Time: 7:00 pm  
Approved 5-11-2021

**A. Call of Quorum**

Attendance: Nancy Duvall, Chairwoman; Tom Dufort, Vice-Chairman; Laurie Marquis, Secretary; Julie Lippke; William Sweeney; Stacy Bruneaux

Administration: Steve Rioux, Superintendent; Garrett Dukette, Principal BMS; Sarah Cary, Principal CES; Michele Demicco, Director of Finance and Operations; Cori Beckwith, Director of Pupil Services

Nancy Duvall called the Board of Education meeting to order at 7:01 p.m.

**B. Special Purpose/Recognition - None**

1. Public Comments - None

**C. Presentations and Actions**

1. Superintendent's Report
  - a. General Updates
  - b. Administrators' Reports
  - c. April Enrollment
  - d. April Financial Reports
  - e. Personnel Report
    - a. Resignation: Katherine Harakaly - Bus Driver
2. 2021-2022 Healthy Food Certification

**Motion:** Pursuant to C.G.S. Section 10-215f, the Canterbury Board of Education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2021, through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

**By: William Sweeney**

**Second: Laurie Marquis**

**All in favor. Motion Passes.**

**Motion:** The Canterbury Board of Education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

**By: William Sweeney**

**Second: Laurie Marquis**

**All in favor. Motion Passes.**

**Motion:** The Canterbury Board of Education or governing authority will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the beverage sales.

**By: William Sweeney**

**Second: Laurie Marquis**

**All in favor. Motion Passes.**

3. ESSER I and CRF Expenditure Overview
4. ESSER II and American Rescue Plan Grants Overview
5. Districts Goals 2020-21

**Motion:** To approve CPS district improvement plan as presented.

**By:** Laurie Marquis

**Second:** William Sweeney

**All in favor. Motion Passes.**

6. Personnel Job Description Updates and Revisions
  - a. Remedial Reading
  - b. Remedial Math

**E. Committee Reports**

1. Policy Committee
2. Facilities Committee
  - a. Update on projects for consideration
    - i. Office Computers
    - ii. Storage Trailer
    - iii. CES Library Rug
3. Finance Committee
  - a. Line item transfer requests over \$10,000

**Motion:** To approve the three line item transfers. 1) \$15,156 from line 1-01-56303 to 1-01-73911 for computer purchases. 2) \$16,819 from line 1-01-56303 to 1-01-43000 to replace the flooring at CES library. 3) \$7,400 from line 1-01-56303 to 1-01-73600 to purchase two storage trailers.

**By:** William Sweeney

**Second:** Julie Lippke

**All in favor. Motion Passes.**

- b. Waiver of bid process for phone system purchase and approval of phone system purchase

**Motion:** To reject the previous bids for the phone system and close the bidding process. Using the authority given to us in our policies to waive the bidding process to contract with Novus Insight under the terms of the proposal put forward for a new phone system for the school district.

**By:** William Sweeney

**Second:** Tom Dufort

**All in favor. Motion Passes.**

- c. Waiver of bid process for purchase of desktop computers.

**Motion:** To waive the bid process for the purchase of computers.

**By:** William Sweeney

**Second:** Laurie Marquis

**All in favor. Motion Passes.**

4. High School Ad Hoc Committee
5. Liaison Reports
  - a. Eastconn
  - b. Woodstock Board of Trustees
  - c. CABE
  - d. Parent Teacher Organization
  - e. Local Capital Improvement Program

**E. Correspondence**

1. Norwich Free Academy Student of the Month for March 2021 -Briana Rosado -12th Grade

**F. Consent Agenda**

1. BOE Special Meeting Minutes - February 25, 2021
2. BOE High School Committee Minutes - March 4, 2021
3. BOE Regular Meeting Minutes - March 9, 2021

**Motion:** To accept consent agendas with correction.

**By:** William Sweeney

**Second:** Laurie Marquis

**All in favor. Motion Passes.**

**G. Adjournment**

**Motion:** To adjourn at 8:37PM.

**By:** William Sweeney

**Second:** Laurie Marquis

**All in favor. Motion Passes.**

*Respectfully submitted by: Laurie Marquis, Secretary*