

**Sterling Board of Education**  
**Minutes of the Regular Meeting**  
**March 17, 2021**  
**Cafeteria - 6:00 pm**  
**“EXCELLENCE WITH KINDNESS”**

**I. Call to Order**

The meeting was called to order at 6:04 pm by L. Shippee, Vice-Chair.

Present were: L. Shippee; D. Capobianco; F. Bood; C. Langlois; M. Rouillard.

Also in attendance were: G. Lanza; H. Nickerson; L. Smith; D. Chrzan; D. Zajac.

**II. Pledge of Allegiance**

**III. Public Comment**

V. Robinson-Lewis introduced herself to the Board and stated that she would like to be an applicant for the vacant Board position. She has been a resident of Sterling for 6 years, involved in the community and is serving on the Planning & Zoning Committee.

C. SanSouci attended a meeting with Sterling parents to discuss high school options. She asked the Board to look into a lottery system where a certain number of students could attend other high schools. She requested that a Spanish teacher be hired.

C. Kettle asked that the Board reconsider high school options and discussed concerns regarding contracting for transportation services.

**IV. Reports and Communications**

**A. Correspondence**

L. Shippee read a notice of resignation from the Board of Education from H. Wood, Board Chair.

**B. Consent Agenda**

1. Minutes of the Regular Meeting, February 17, 2021
2. Minutes of the Special Meeting, February 25, 2021
3. Superintendent/Special Education Director's Report
4. Principal's Report
5. Clinical Supervisor's Report
6. Monthly Check Register

A motion was made by D. Capobianco and seconded by C. Langlois to accept the consent agenda as presented. Vote: All in favor.

**C. Budget and Expense Report - 2/28/21**

A motion was made by M. Rouillard and seconded by C. Langlois to accept the budget and expense report as presented. Vote: All in favor.

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### D. **Plainfield Board of Education Liaison**

C. Langlois attended the Plainfield meeting. Discussion was held on reopening each school 4 days per week, which may not happen all at the same time. Budget and grants were discussed; the vaccine clinic was discussed; the 2021/2022 district calendar was approved; Healthy Certification and policies were discussed. C. Langlois will check on a new Plainfield representative for Sterling.

### V. **Unfinished Business**

#### A. Approval of the 2021-2022 School Calendar

A motion was made by M. Rouillard and seconded by F. Bood to table the 2021/2022 school calendar. Vote: 3 in favor; 1 opposed.

#### B. Format of Superintendent's evaluation (prior and current)

An evaluation rubric was mutually agreed upon; however, goal priorities, criteria and evidence will need to be discussed and mutually agreed upon. The Board Chair and the Superintendent will meet prior to the next regular Board meeting to establish goal priorities, criteria and evidence.

### VI. **New Business**

#### A. Selection of Board Chair

A motion was made by M. Rouillard and seconded by C. Langlois to nominate F. Bood as Board Chair. Vote: All in favor.

L. Shippee, Vice-Chair turned the meeting over to F. Bood, Chair.

#### B. Approval of the 2020-2021 revised School Calendar

A motion was made by C. Langlois and seconded by D. Capobianco to approve the revised 2020-2021 school calendar. Vote: All in favor.

A motion was made by L. Shippee and seconded by D. Capobianco to add consideration of application of Board candidate Victoria to the agenda under **VI. New Business - Item K**. Vote: All in favor.

(F. Coderre [audience member] asked the Board if an application was required to be submitted to the Board for consideration as a candidate. L. Shippee responded that an application is not needed and asked if she was interested in the open Board vacancy as it has not yet been voted on).

F. Coderre introduced herself to the Board and stated that she would like to be considered as an applicant for the vacant Board position. She is a Sterling resident with 2 children currently attending Sterling Community School and another will be attending preschool

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in the Fall. She is a former employee who worked at Sterling Community School for 6 years.

C. Policies - 1st reading

- Policy#1120 - Community Relations - Public Participation at Board of Education Meetings
- Policy#1150 - Community Relations - Communications with the Public - Responsibilities of School Personnel
- Policy#1160 - Community Relations - Board of Education Community Outreach
- Policy#1180 - Community Relations - Memorials for Deceased Students or Staff
- Policy#1205 - Community Relations - Participation by the Public - Agenda Format/Preparation and Dissemination
- Policy and Regulation#1250 - Community Relations - Visits to the Schools
- Policy#4212.42 - Personnel/Non-Certified - Drug and Alcohol Testing for School Bus Drivers
- Policy#6159 - Instruction - Individualized Education Program/Special Education Program

CABE is in the process of conducting a policy audit which involves reviewing current policies, making recommendations and compiling a manual of sample policies. Once they are finished with the audit, the policy committee will resume its committee meetings.

Policy#1120, 1150, 1160, 1180, 1205, Policy & Regulation#1250, Policy#4212.42 and 6159 will be put on the April agenda as a 2nd reading and vote.

D. Non-Certified Contract Extension

A motion was made by C. Langlois and seconded by D. Capobianco to approve the Non-Certified Contract Extension. Vote: All in favor.

E. Certified Resignations

A motion was made by D. Capobianco and seconded by C. Langlois to accept the certified resignations as presented. Vote: All in favor.

F. PDEC Update

G. Lanza presented a PDEC powerpoint to the Board and reviewed what the PDEC Committee has been doing over the past year and what is planned for the upcoming school year.

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- G. Introduction of new 7/8 social studies teacher  
H. Nickerson introduced V. Taylor Binger as the new 7/8 Social Studies Teacher and welcomed her to Sterling Community School.
- H. Job Descriptions  
Job descriptions will be added to the April agenda for a second read and vote.
- I. Approval of Non-tenure list  
A motion was made by L. Shippee and seconded by D. Capobianco to approve the non-tenure list and to authorize the superintendent to send the necessary paperwork.  
Vote: All in favor.
- J. Line Item Transfers  
A motion was made by L. Shippee and seconded by C. Langlois to accept the line item transfers as presented. Vote: All in favor.  
(Transfer \$12,000.00 out of A.1000.210.00.000.71 E/B Insurance and transfer into A.1000.611.01.000.71 Instructional Supplies; Transfer \$6,750.00 out of A.1000.210.00.000.71 E/B Insurance and Transfer into A.2220.112.00.000.71 Ed. Media Non-Certified Personnel; Transfer \$320.00 out of A.1000.210.00.000.71 E/B Insurance and transfer into A.2400.650.00.000.71 Educational Software Licenses; and Transfer \$6,000.00 out of A.6110.561.01.000.73 Tuition: Plainfield and Transfer into A.6110.561.05.000.73 Tuition: Magnet, QMC, STEM).
- K. Consideration of Board candidates  
A motion was made by L. Shippee to use paper ballots to vote on a candidate. Ballots were provided to the Board. Vote: V. Robinson-Lewis

### **VII. Recommendations, Questions and/or Comments**

F. Bood asked questions about the process for identifying gifted and talented students and instructional opportunities for these students.

F. Bood asked about grant funding related to the CARES Act. G. Lanza reported that Sterling should receive approximately \$600,000.00 from the American Rescue Act grant funding.

M. Rouillard thanked F. Coderre for her consideration for the Board vacancy.

### **VIII. Public Comment**

C. SanSouci voiced concern regarding staff resignations.

F. Coderre voiced concern that the Board did not formally announce the Board vacancy according to its policy. She reported that holding a vote without first formally announcing the vacancy is in violation of State law and of Board policy. She reported that she intended to reach

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out to the State Board of Education regarding her concern. She asked when the next meeting would be held to vote on the Board candidates.

F. Bood stated that he would follow up with the Board council regarding the concern raised.

**IX. Executive Session**

None

**X. Adjournment**

A motion was made by M. Rouillard and seconded by C. Langlois to adjourn the meeting at 7:13 pm. Vote: All in favor.