

Sterling Board of Education
Minutes of the Regular Meeting
January 19, 2021
Cafeteria - 6:00 pm
“EXCELLENCE WITH KINDNESS”

I. Call to Order

The meeting was called to order by H. Wood, Board Chair at 6:05 pm.

Present were: H. Wood, D. Capobianco, C. Langlois and M. Rouillard.

Absent were: L. Shippee and F. Bood

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

II. Pledge of Allegiance

III. Public Comment

None

IV. Reports and Communications

A. Correspondence

None

B. Consent Agenda

1. Minutes of Regular Meeting, December 15, 2020
2. Minutes of Special Meeting, January 6, 2021 (Public Hearing)
3. Minutes of the Special Meeting, January 6, 2021
4. Superintendent/Special Education Director's Report
5. Principal's Report
6. Clinical Supervisor's Report
7. Monthly check register

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

C. Budget and Expense Report - 12/31/20

A motion was made by M. Rouillard and seconded by D. Capobianco to accept the Budget and Expense report as presented. Vote: All in favor.

D. Plainfield Board of Education Liaison

C. Langlois attended the Plainfield meeting. They are \$500,000 under budget with 2% in the ed. reserve fund; in the process of discussing winter sports with CIAC approval; currently a hybrid model and determining if it will continue or be all in-person; they will have a bridge program next year and enrichment this summer; they discussed their 5-year plan and budget priorities.

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V. Unfinished Business

A. **Policies (2nd reading):**

- Policy#1314 - Community Relations - Soliciting Funds from and By Students
- Policy and Regulation#3280 - Business/Non-Instructional Operations - Gifts, Grants and Bequests
- Policy and Regulation#4000.1/5145.44 - Personnel Certified/Non-Certified - Students - Title IX

A motion was made by C. Langlois and seconded by D. Capobianco to approve Policy#1314; Policy and Regulation#3280; and Policy and Regulation #4000.1/5145.44 as presented. Vote: All in favor.

B. **Job Description (special education teacher)**

A motion was made by D. Capobianco and seconded by M. Rouillard to approve the special education teacher job description as presented. Vote: All in favor.

A motion was made by C. Langlois and seconded by M. Rouillard to add approval of nurse's contract to the agenda *under VI. New Business letter H*. Vote: All in favor.

VI. New Business.

A. **Principal's Update: Learning Standards and Alignment with Curricular Content**

A presentation was given by K. Francis from EASTCONN on math curriculum writing and essential standards. Priorities were determined over the summer and a streamlined version by grade level is being developed including a weekly planner, which can be helpful to teachers.

B. **Clinical Supervisor's Update: PBIS & Wellness**

L. Smith presented an update to the Board regarding PBIS and Wellness since the return to school during the pandemic.

C. **Job Description (executive assistant to the superintendent/HR/BOE clerk)**

A motion was made by C. Langlois and seconded by D. Capobianco to approve the job description of executive assistant to the superintendent/HR/BOE clerk as presented. Vote: All in favor.

D. **2021-2022 Regular Board of Education Meeting Dates**

A discussion was held on changing the Board of Education meeting dates due to a conflict with the town zoning board meeting dates.

A motion was made by D. Capobianco and seconded by C. Langlois to change the board of education regular meeting dates from the 3rd Tuesday of the month to the 3rd Wednesday of the month. Vote: All in favor.

E. Policies (1st Reading):

- Policy#3320 Business/Non-Instructional Operations Purchasing Procedures
- Policy#9313 Bylaws of the Board Formulation, Adoption, Amendment of Administrative Regulations

Policy#3320 and Policy#9313 will be put on the February Agenda as a 2nd reading and vote.

F. Awarding the “Request for Bids” as recommended by the Health & Safety Committee

A motion was made by D. Capobianco and seconded by C. Langlois to award the request for bids to Sarazin General Contractors, Inc. Vote: All in favor. (Bid awarded in the amount of \$44,190.00 - price is for all 3 projects as described in the original request for bids on 12/23/20 and includes a 1-year warranty on the work). Exclusions: CT Sales Tax; Prevailing Wage Rates; All Testing including Hazardous Materials Testing & Remediation; Performance & Payment Bonds (If required add 1.5% to the proposed price).

G. Line Item Transfers

A motion was made by M. Rouillard and seconded by D. Capobianco to approve the Line Item Transfers as proposed. Vote: All in favor. (Transfer \$5,000.00 out of A.1000.111.03.000.71 Certified Substitutes and transfer into A.2130.111.03.000.71 School Nurse Substitutes; Transfer \$500.00 out of A.2130.500.00.000.71 Sport Physicals and \$1,200.00 out of A.6110.561.01.000.73 Tuition: Plainfield and transfer \$1,700.00 into A.2130.739.00.000.71 Health Office Equipment; Transfer \$500.00 out of A.2310.590.04.000.71 Community Engagement and transfer into A.2310.590.02.000.71 Advertising).

H. Approval of Nurse’s Contract

A motion was made by C. Langlois and seconded by M. Rouillard to approve the unaffiliated nurse’s contract of C. Tetreault. Vote: All in favor.

VII. Recommendations, Questions and/or Comment

C. Langlois thanked the teachers and was impressed with the work that has been done on the math curriculum.

VIII. Public Comment

None

IX. Executive Session

- A. Board self-evaluation process and discussion
- B. Superintendent evaluation process and discussion

A motion was made by M. Rouillard and seconded by C. Langlois to enter executive session at 6:52 pm for the purpose of Board Self Evaluation and Superintendent Evaluation. Vote: All in favor.

Present during executive session: H. Wood, D. Capobianco, C. Langlois, M. Rouillard and G. Lanza.

- The Board exited executive session at 7:38 pm.

X. Adjournment

A motion was made by D. Capobianco and seconded by C. Langlois to adjourn the meeting at 7:39 pm. Vote: All in favor.