

Bethel Board of Education Regular Meeting

Thursday, August 18, 2022 7:00 PM

Board of Education Conference Room E, 1 School Street, PO Box 253, Bethel, CT 06801

1. Call to Order

Speaker(s): Policy
9326

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. Board Recognition/A Salute to Excellence

2.A. Gifts, Grants, & Bequests

3. BOARD REPORTS - PROGRESS TOWARDS DISTRICT INITIATIVES

3.A. Special Education Update

4. Consent Calendar

Speaker(s): Policy
9326

4.A. Approval of Minutes

4.A.1. June 21, 2022 - Special Meeting - Supt.
Eval - Part I

4.A.2. June 21, 2022 - Special Meeting

4.A.3. June 28, 2022 - Special Meeting - Supt.
Eval - Part II

4.A.4. June 28, 2022 - Special Meeting - HVAC
Feasibility

4.A.5. July 19, 2022 - Special Meeting

4.A.6. August 12, 2022 - Special Meeting

5. Correspondence

Speaker(s): Policy
9326

6. Public Comment

(Please note: The Board welcomes Public Comment and asks that speakers please limit their comments to 2 minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the Bethel Public School System.)

Speaker(s): Policy
9326

7. Administrative/Board Member Update

Speaker(s): Policy
9326

7.A. Board Chairperson Update

7.B. Administrative Update

8. Reports to the Board

8.A. Resource Management & Business Operations

8.A.1. Finance

8.A.1.a. **Discussion - Reorganization of Technology
Dept. & Job Descriptions**

8.A.1.b. **Budget Transfers**

8.A.1.c. **Budget Update**

9. **Adjourn**

Minutes of the Board of Education Resource Management & Business Operations Committee Meeting held on Tuesday, August 16, 2022, in Board of Education Conference Room E 1 School Street, Bethel, CT.

Attendance: None

Administrative Attendance: C. Carver, K. Brooks, J. Variale, D. Burns

B. Foster, Chair, called the meeting to order at 6:00 PM.

Board Members Attendance:

Mr. Scott Clayton: *Absent*
Mr. Bill Foster: *Present*
Mrs. Jen Larsen: *Absent*
Mrs. Courtney Martin: *Absent*
Mr. Daniel Nostin: *Present*
Ms. Melanie O'Brien: *Present*

1. Discussion - Reorganization of Technology Dept. & Job Descriptions

Donna Burns, Director of Instructional Technology, presented the proposed reorganization of the technology dept. and revised job descriptions.

Move to recommend reorganization of IT department and revised job descriptions. Passed with a motion by Mr. Bill Foster and a second by Ms. Melanie O'Brien.

Mr. Bill Foster: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

2. Transportation Update

Jen Variale, Director of Finance and Business Operations, updated the committee on transportation. The July 1, 2022 - June 30, 2027 transportation contract with First Student was signed with a clause that states the district will negotiate the impacts of shipping delays on the new buses in good faith. Negotiations are scheduled to begin on Wednesday, 8/17/2022. The new large buses are expected to arrive at the end of September, and the Type A Vans in May.

3. Budget Transfers

Jen Variale, Director of Finance and Business Operations, reviewed the budget transfers with the committee.

Move to recommend approval of budget transfers as outlined. Passed with a motion by Mr. Bill Foster and a second by Mr. Daniel Nostin.

Mr. Bill Foster: Yea
Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

4. Budget Update

Jen Variale, Director of Finance and Business Operations, updated the committee on the budget. The finance dept. is working to close out all remaining items from the 2021 - 2022 school year. Going into the 2022 - 2023 school year the finance office and administration are monitoring Special Education and Transportation spending closely as these are the areas where they anticipate the most risk to the budget. Dr. Sipala, Director of Special Education & Pupil Services, will be presenting to the Board of Education an overview of challenges the district will be facing in the 2022-2023 school year at the August meeting.

5. New Business

Dr. Carver informed the committee that, based on the Board of Selectmen's vote at their meeting, she and Ms. Variale will speak at the Board of Selectmen meeting this evening to inform them of what the needs are. Dr. Carver would like to get the HVAC project bid out in order to know what is needed. They would like to start with grant funding for the ERU2 unit.

6. Public Comment

None.

7. Adjourn

Move to adjourn at 6:45 PM. Passed with a motion by Mr. Bill Foster and a second by Mr. Daniel Nostin.

Mr. Bill Foster: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Respectfully submitted,
Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting - Superintendent's Evaluation - Part I held on Tuesday, June 21, 2022, in Board of Education Conference Room E 1 School Street, Bethel, CT.

Attendance: None

Administrative Attendance: C. Carver

M. O'Brien, Chairman, called the meeting to order at 5:30 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: *Absent*
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: *Absent*
Mr. Daniel Nostin: Present
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Present

1. Call to Order

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

2. Recommended Executive Session

Move to enter into Executive Session at 5:35 PM. Passed with a motion by Mr. Scott Clayton and a second by Ms. Melanie O'Brien.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

2.A. CT General Statutes 1-200(6)(A)- Superintendent's Evaluation - Part I

Move to come out of Executive Session at 6:59 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

3. Adjourn

Motion to adjourn at 6:59 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jen Larsen.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

Respectfully submitted,
Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting held on Tuesday, June 21, 2022, in Board of Education Conference Room E, 1 School Street, Bethel, CT.

Attendance: None

Administrative Attendance: C. Carver, K. Brooks, T. Yonsky, M. Rutledge, J. Variale

M. O'Brien, Chairman, called the meeting to order at 7:06 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman:	Absent
Mr. Scott Clayton:	Present
Kara DiBartolo:	Present
Mr. Bill Foster:	Present
Mrs. Jen Larsen:	Present
Mrs. Courtney Martin:	Absent
Mr. Daniel Nostin:	Present
Ms. Melanie O'Brien:	Present
Mrs. Cathy Schaefer:	Present

1. Call to Order

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

2. Board Recognition/A Salute to Excellence

Congratulations to Nikhil Kosanam who took home an award at the 2022 Raytheon Technologies Invention Convention U.S. Nationals on June 3!

Nikhil's "Handsfree Dice Roller" won the WilmerHale Patent Application Award

3. BOARD REPORTS - PROGRESS TOWARDS DISTRICT INITIATIVES

3.A. Strategic Plan Updates - Spring 2022 and Revisions

Dr. Carver provided the Board with a spring update on progress toward the action steps within the Strategic Plan. Dr. Carver informed the Board the Strategic Planning Committee met twice this Spring and after conducting data analysis and discussion regarding the focus of the work, they made suggested revisions to the plan. Those revisions included:

- A slight change to the mission statement to include parents and the community.

The Empowered Learner

- A glossary to describe terms more commonly used in education.
- Intentionally included acceleration of learning.
- Intentionally called out the "why" of the work.

Social-Emotional Learning

- Made small modifications to mechanisms to revise curriculum and resources to identify when and if a resource was being used to share on a public website.

4. Consent Calendar

4.A. Approval of Minutes

4.A.1. May 15, 2022

Move to approve the minutes of May 15, 2022. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jen Larsen.

Mr. Bill Foster:	Abstain
Mrs. Cathy Schaefer:	Abstain
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

5. Correspondence

- Governor Lamont Signs Legislation Recognizing Juneteenth as a Legal State Holiday
- Bethel CT Public Schools Mail - Town of Bethel_ 2022 Legislative Session Recap
- Town of Bethel - 2022 Legislative Session Recap
- CABA Letter to BOE Chair

6. Public Comment

- George Go, 7 Green Pasture Road, spoke about the American History curriculum. He has not reviewed it yet but hopes it aligns with a few quotes he stated.

7. Administrative/Board Member Update

7.A. Board Chairperson Update

Ms. O'Brien reminded the Board of the summer retreat on July 1, 2022, 9 AM - 12 PM in the BOE conf. room and that comments for the Superintendent's evaluation need to be entered by June 26, 2022. Ms. O'Brien complimented the Bethel High School graduation ceremony held on June 17, 2022.

7.B. Administrative Update

Dr. Carver provided the Board with the CSDE 2022 analysis of the new legislation affecting education. There are a lot of new expectations, many of which result in unfunded mandates. Dr. Carver will be meeting with the team over the summer to discuss the implications for work moving forward.

7.B.1. 2021-2022 BOE District Data Sheet

Dr. Carver provided the Board with the 2021-2022 BOE District Data Sheet.

8. Reports to the Board

8.A. Curriculum, Assessment, & Professional Practices

8.A.1. World History I and World History II Curricula

Motion to approve World History I and World History II curricula. Passed with a motion by Ms. Melanie O'Brien and a second by Kara DiBartolo.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

8.A.2. African American/Black & Puerto Rican/Latino Course and Curriculum

Board member, B. Foster questioned if there is CRT in the curriculum and the administration stated there is not, as outlined in the curriculum presentation.

Motion to approve the African American/Black and Puerto Rican/Latino Course & Curriculum. Passed with a motion by Mrs. Jen Larsen and a second by Mr. Daniel Nostin.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

8.B. Policy

8.B.1. Second Reading/Approval

8.B.1.a. Policy 6162.52 - Student Privacy (PPRA)

Move to approve Policy 6162.52 - Student Privacy (PPRA). Passed with a motion by Mr. Scott Clayton and a second by Ms. Melanie O'Brien.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

8.B.1.b. Policy 6162.51 - Student Surveys

Move to approve the deletion of Policy 6162.51 - Student Surveys and replace with Policy 6162.52 - Student Privacy (PPRA). Passed with a motion by Mr. Scott Clayton and a second by Mrs. Jen Larsen.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

8.B.1.c. Policy 6141.51 - Enrollment in an Advanced Course or Program and Challenging Curriculum

Move to approve Policy 6164.51 - Enrollment in Advanced Courses or Programs and Challenging Curriculum. Passed with a motion by Mr. Scott Clayton and a second by Mrs. Jen Larsen.

Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea
Mrs. Cathy Schaefer:	Yea

8.C. Resource Management & Business Operations

8.C.1. Finance

8.C.1.a. Approval to extend Sodexo contract for one year as required by the CSDE

Motion to authorize Theresa D. Yonsky, Director of Fiscal Services, to finalize all paperwork with the CSDE and sign a CSDE approved extension of contract with FSMC Sodexo for the year 2022-2023. Passed with a motion by Mr. Bill Foster and a second by Mrs. Jen Larsen.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

8.C.1.b. Budget Transfers

Move to approve the budget transfers as presented. Passed with a motion by Mr. Bill Foster and a second by Mrs. Jen Larsen.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

8.C.1.c. Year-End 2021-2022 Fiscal Close

The Board of Education moves to direct the administration to first make accounting adjustments as needed to properly close the books and records and that remaining funds be directed towards the above goals and issues. Passed with a motion by Mr. Bill Foster and a second by Ms. Melanie O'Brien.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

9. Action Items

9.A. Review CABE membership value

The Board discussed the district's CABE membership value. Among CABE services are

representatives for advocacy, policy update service, BoardBook Premier (Board's meeting portal), Board's policy/regulation & bylaws online policy manual, Board member and administrator's professional development workshops & CAFE/CAPSS convention access at membership rates, student leadership awards, Board leadership awards.

10. Recommended Executive Session

Administrative Attendance: C. Carver, K. Brooks, T. Yonsky, J. Variale

Board Members Attendance:

Mrs. Jennifer Ackerman: *Absent*
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: *Absent*
Mr. Daniel Nostin: Present
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Present

Move into Executive Session at 7:54 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Scott Clayton.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

10.A. CT General Statutes 1-200(8)(9) - Pending Claim, Pending Litigation

10.B. CT General Statutes 1-210(b)(9) Negotiations

10.B.1. Non-Union Staff Salary Adjustments

10.B.2. School Nurses' Association Contract

Move to come out of Executive Session at 8:20 PM. Passed with a motion by Mr. Daniel Nostin and a second by Mr. Scott Clayton.

Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

Mrs. Cathy Schaefer: Yea

Move to approve School Nurses' 1050 agreement as put forward as tentative. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mr. Scott Clayton: Yea

Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Mrs. Cathy Schaefer: Yea

Move to approve non-union salary recommendations made by the Superintendent for the 2022-2023 school year. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mr. Scott Clayton: Yea

Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Mrs. Cathy Schaefer: Yea

11. Adjourn

Move to adjourn at 8:20 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jen Larsen.

Mr. Scott Clayton: Yea

Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Mrs. Cathy Schaefer: Yea

Respectfully submitted,

Susan Pare

Board Recorder

Minutes of the Bethel Board of Education Special Meeting - Superintendent's Evaluation - Part II held on Tuesday, June 28, 2022, in Board of Education Conference Room E 1 School Street, Bethel, CT.

Attendance: None

Administrative Attendance: C. Carver at 7 PM

M. O'Brien, Chairman, called the meeting to order at 5:43 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: Present, arrived 6 PM
Mr. Daniel Nostin: *Absent*
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: *Absent*

1. Call to Order

- 1.A. Roll Call for Quorum
- 1.B. Pledge of Allegiance

2. Recommended Executive Session

Move to enter in to Executive Session at 5:44 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Scott Clayton.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Jen Larsen: Yea
Ms. Melanie O'Brien: Yea

2.A. CT General Statutes 1-200(6)(A)- Superintendent's Evaluation - Part II

Move to come out of Executive Session at 7:14 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jen Larsen.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea

Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Move to approve the Superintendent's contract as presented. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jen Larsen.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

3. Adjourn

Motion to adjourn at 7:16 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Bill Foster.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Respectfully submitted,
Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting - HVAC Feasibility held on Tuesday, June 28, 2022, in Board of Education Conference Room E, 1 School Street, Bethel, CT.

Attendance: None.

Administrative Attendance: C. Carver, J. Variale, C. Troetti, B. Germinaro

M. O'Brien, Chairman, called the meeting to order at 7:30 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: Present
Mr. Daniel Nostin: Absent
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Absent

1. Call to Order

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

2. BOARD REPORTS - PROGRESS TOWARDS DISTRICT INITIATIVES

2.A. HVAC Feasibility - Master Plan Study at Bethel High School

Craig Razza, and John Mongelli, of Kohler Ronan, LLC, Consulting Engineers, reported to the Board of Education on the results of the HVAC Feasibility - Master Plan Study at Bethel High School. The presentation is important for the Board's understanding of the next phase of the project, district priorities for the use of ESSER funds, and the scope of the remaining work. They reviewed the scope of services, Phase 1 and Phase 2, goals, locations needing air conditioning, existing conditions, and findings. They provided the Board with recommended building options and outlined the building priorities and provided recommended prioritized options based on funding. The Board discussed the deadline for the use of ESSER funds and the need for alternate funding determined by the options chosen.

3. Adjourn

Move to adjourn at 9:10 PM. Passed with a motion by Mr. Scott Clayton and a second by Kara DiBartolo.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Kara DiBartolo: Yea

Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Respectfully submitted,
Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting held on Tuesday, July 19, 2022, in Board of Education Conference Room E, 1 School Street, Bethel, CT.

Attendance: None

Administrative Attendance: C. Carver, K. Brooks, J. Taranovich

M. O'Brien, Chair, called the meeting to order at 6:15 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Absent
Mrs. Courtney Martin: Absent
Mr. Daniel Nostin: Present
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Absent

1. Call to Order

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. Assistant Principal, Bethel Middle School - Appointment

Dr. Carver informed the Board that candidates were screened and interviewed for the Assistant Principal's position at Bethel Middle School. This position became vacant when Dr. Mary Fernand was appointed Principal of the Sherman School.

Dr. Carver and Dr. Brooks presented Ms. Shannon Mariconda, a candidate, whom they recommended to the full Board of Education as Assistant Principal of Bethel Middle School. The process included:

- 83 candidates formally submitted applications for the position.
- Applications were reviewed by Mr. Watson, Principal, BMS, Mrs. Rutledge, Dir. of Teaching & Learning, and Mrs. Taranovich, Assistant Principal, BMS. There was a focus of finding candidates that displayed:
 - A strong literacy background
 - Experience developing systems to address social/emotional learning
 - Leadership experience
- 11 candidates were brought forward for round 1 screening interviews with the Core Interview Committee.
- 5 candidates progressed to Round 2

- During Round 2, candidates participated in a performance task, a simulation of a planning conference with a teacher as well as additional Round 2 interview questions focused on exploring candidates' instructional knowledge and knowledge and skills pertaining to supervision and evaluation.
- 3 candidates progressed to Round 3
 - Round 3 included two parent volunteers, and interview questions were focused on communication, culture, and handling disciplinary situations.
- 2 Finalists were interviewed by Dr. Carver and Dr. Brooks and Ms. Shannon Mariconda was recommended for the position.

Move to approve the recommendation of Ms. Shannon Mariconda as Assistant Principal of Bethel Middle School. Passed with a motion by Ms. Melanie O'Brien and a second by Kara DiBartolo.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

3. Adjourn

Move to adjourn at 6:26 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Kara DiBartolo.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

Respectfully submitted,
 Susan Pare
 Board Recorder

Minutes of the Bethel Board of Education Special Meeting - RETREAT held on Friday, August 12, 2022, in Board of Education Conference Room E, 1 School Street, Bethel, CT 06801.

Attendance: None.

Administrative Attendance: C. Carver, K. Brooks, J. Variale

M. O'Brien, Chairman, called the meeting to order at 9:04 AM.

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Absent
Mrs. Courtney Martin: Absent
Mr. Daniel Nostin: Absent
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Absent
Mrs. Courtney Martin: Present, arrived at 9:08 AM.

1. Call to Order

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. Recommended Executive Session

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present
Kara DiBartolo: Present
Mr. Bill Foster: Present
Mrs. Jen Larsen: Absent
Mrs. Courtney Martin: Present
Mr. Daniel Nostin: Absent
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Absent

Move to enter into Executive Session at 9:06 AM Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Scott Clayton.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea

Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

2.A. CT General Statutes 1-200(6)

2.A.1. Interpersonal Board Relationships

2.B. CT General Statutes 1-210(b)(9) Negotiations

2.B.1. Custodians Contract

Move to come out of Executive Session at 11:17 AM. Passed with a motion by Mrs. Jennifer Ackerman and a second by Mr. Bill Foster.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Move to approve the custodial contract for 2022-2025. Passed with a motion by Mrs. Jennifer Ackerman and a second by Ms. Melanie O'Brien.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

3. BOARD REPORTS - PROGRESS TOWARDS DISTRICT INITIATIVES

3.A. Board Information Sessions for 2022-2023

4. Public Comment

None.

5. BHS HVAC Master Plan

Move to make a recommendation to the Board of Selectmen to fund the priority one with alternatives HVAC project after grants received. Passed with a motion by Ms. Melanie O'Brien and a second by Kara DiBartolo.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Courtney Martin: Yea
Ms. Melanie O'Brien: Yea

6. Board Goals 2022-2023

Move to approve the proposed Board of Education Goals for 2022-2023. Passed with a motion by Ms. Melanie O'Brien and a second by Kara DiBartolo.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Courtney Martin: Yea
Ms. Melanie O'Brien: Yea

7. Adjourn

Move to adjourn at 11:50 AM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Jennifer Ackerman.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Kara DiBartolo: Yea
Mr. Bill Foster: Yea
Mrs. Courtney Martin: Yea
Ms. Melanie O'Brien: Yea

Respectfully submitted,
Susan Pare
Board Recorder



July 25, 2022

Melanie O'Brien
Bethel Public Schools
Board of Education, Chair
boe@bethel.k12.ct.us

Dear Melanie,

Christine Carver has served as a member of the Executive Board at the Connecticut Association of Public School Superintendents (CAPSS) for four years. She is now the President-Elect of our organization. She has consistently been a voice for our mission of ensuring the success of every child. In addition, Christine has positively influenced superintendents and educational leaders throughout the state. But, of course, you already know that because, together with the Bethel Board of Education, you have accomplished great things for students in Bethel.

The Bethel Public Schools are considered powerful models in educating the whole child and listening to the voices of all stakeholders in doing so. For example, during the pandemic, many of us sought out Christine's opinions and communication protocols for meeting the needs of the students and the community in a way that was beneficial for everyone.

We highly respect the courage that Christine and the Board have demonstrated in advocating for equity and respect for diversity in all aspects of education. We know this work is not easy, and it has undoubtedly been helpful to have Christine as a leader in this advocacy. She is highly respected by superintendents and educational leaders throughout the state.

CAPSS was able to accomplish so very much this year with Christine's leadership. We have made progress in the legislature on the **CAPSS Blueprint to Transform Connecticut's Public Schools**, a long-term educational plan to address the educational and fiscal needs of Connecticut's school districts. The updates to this plan and the advocacy with crucial state and federal leaders took many hours of Christine's time, but it is well spent. It has gained

Connecticut Association of Public School Superintendents

traction in legislative decisions related to funding and educational programming this year. We are incredibly proud of this work and know that Christine's influence was influential in gaining the consensus approval of every superintendent in the state. CAPSS continues to be a strong leader and collaborator with State Officials, Boards of Education, and Teacher Unions to establish priorities and advocate for sound, student-focused educational decisions at the state level. Christine will continue to have a significant influence on direction and decisions. We have a great deal of work to do. We thank you again for sharing her with us and for the excellent work Bethel Public Schools continues to do for all children.

Enjoy the rest of the summer!

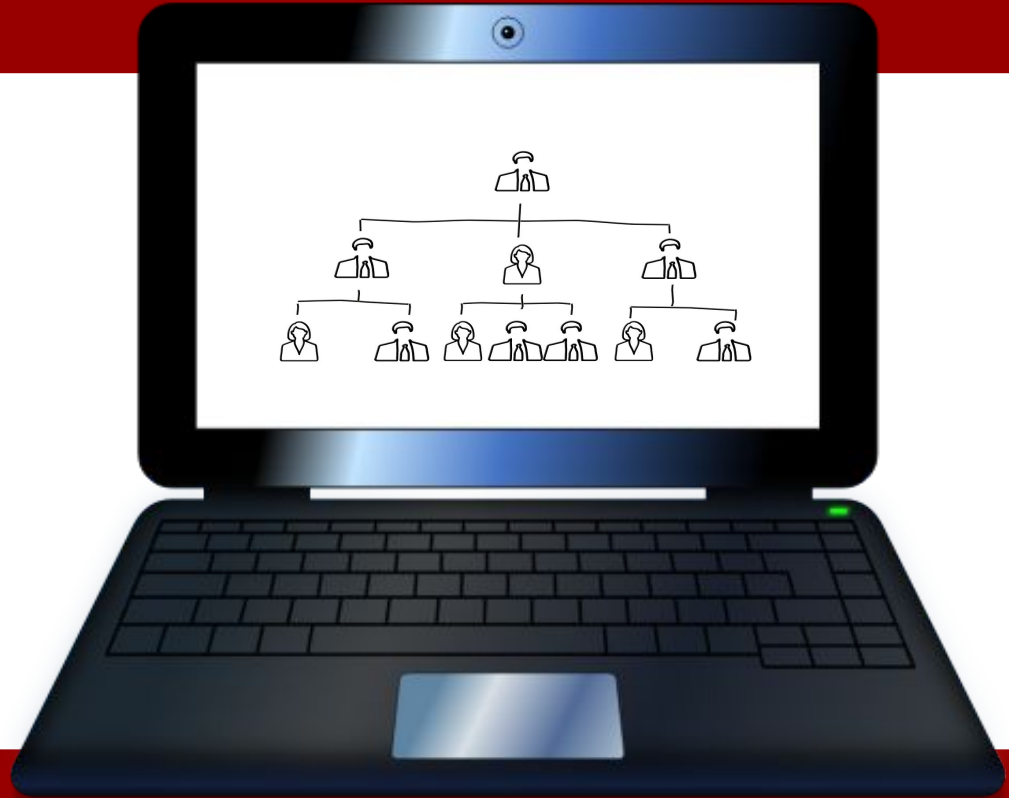
Sincerely,

A handwritten signature in black ink that reads "Frances M. Rabinowitz". The signature is written in a cursive style with a prominent flourish at the end.

Frances Rabinowitz
Executive Director
CAPSS

c: Dr. Christine Carver

Restructuring the IT Department

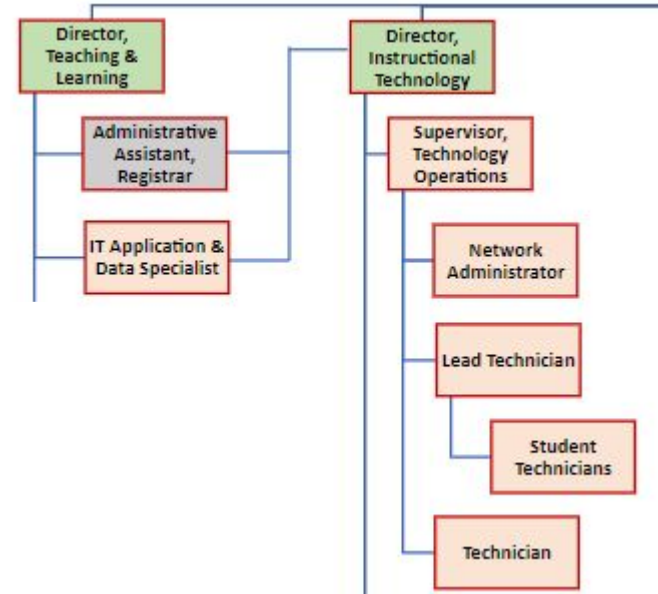


Purpose

- Improve productivity through restructuring of the IT department to address the following problems:
 - Difficulty attracting highly qualified candidates as salaries are not competitive with the private sector
 - Reliance on an inexperienced student technician workforce
 - A need to streamline roles, processes, and job responsibilities
 - Increased clerical tasks associated with daily operations

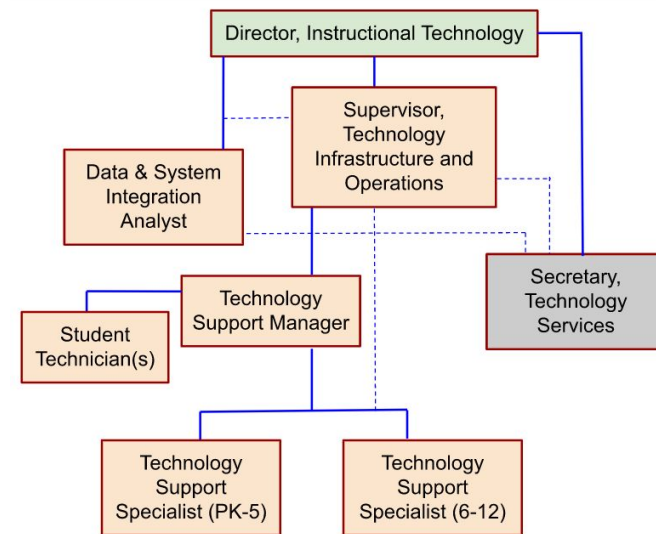
Current Organization

Supervisor of Technology Operation (An additional \$25,000.00 currently paid by TOB, BOE to cover cost in 2023-2024 fiscal year)	Salary	\$107,813.00
Network Administrator	Salary	\$72,803.00
IT Lead Technician	Salary	\$56,805.47
IT Technician	Salary	\$53,756.00
Data & Application Specialist	Salary	\$81,178.00
5 FTE's @ \$28,000 each	Benefits & Taxes	\$140,000.00
Student Technicians (Based on 2021-2022 Spending)	Salary	\$87,880.04
	Taxes	\$6,722.82
TOTAL		\$606,958.33



Proposed Organization

Supervisor of Technology <u>Infrastructure and Operations</u> (An additional \$25,000.00 paid by TOB)	Salary	\$107,813.00
IT Lead Technician Technology Support Manager [Salary increased, +\$5,926.53]	Salary	\$62,732.00
IT Technician Technology Support Specialist	Salary	\$53,756.00
IT Technician Technology Support Specialist [NEW]	Salary	\$52,148.00
Data & Application Specialist System Integrations Analyst [Salary increased, +\$3,822]	Salary	\$85,000.00
Secretary, District Technology Services [NEW]	Salary	\$52,509.00
6 FTE @ \$28,000 each	Benefits & Taxes	\$168,000.00
TOTAL		\$581,958.00
BALANCE (To be used for one Student Technician in 2022-2023 and put toward SoTO salary increase in 2023-2024)		\$25,000.00
Final TOTAL		\$606,958.00



Shifts in Responsibilities

Supervisor of Technology Infrastructure & Operations

System administrator & engineer for all network infrastructure systems

Advanced network troubleshooting

Large-scale Project Planning

Cybersecurity planning and implementation

Data & Systems Integration Analyst

User account creation

System integrations and maintenance of SIS and enhancements

Assessment planning & logistics

User data & systems cybersecurity mitigation

Technology Support Manager

Manages and evaluates Technology Support Specialists and Coordinates Support Staff & Volunteers

Manages HelpDesk ticket system and coordinates inventory

End-user network support and back-up to the Supervisor

Mobile Phone set-up & support

Develops SOP's

Secretary of Technology Services

Prepares & maintains data and records related to technology

HelpDesk Clerk

Orders, renewals, budget

Inventory and service records

Vendor, staff, and community communications

Prepares FERPA requests

Follett Destiny Resource Admin

Impact

- No increase in requested funding
- Increase 1 FTE reduce student interns
- Shift existing funding from Network Administrator and Student Technicians to...
 - Secretary of Technology Services
 - Additional Technology Support Specialist



BETHEL BOARD OF EDUCATION

Briefing Summary

Date of Briefing to the Board: Aug 16, 2022

Presenter: Jen Variale

Topic: Resource Management & Business Operations Committee Meeting

Importance of this topic to the Board: Continued Financial and Operational Management

Key Points of the Briefing:

- Budget Transfers

Summary of the Briefing:

Budget Transfers:

At the end of June, 2022 we were able to use savings in multiple accounts to pay for overages in Special Education Services, facilities, and to purchase chromebooks for students. The Special Education services overages included increased para support, outside evaluations, and contracted speech services. Facilities overages were driven by campus landscaping enhancements, plumbing needs, HVAC repairs, and security enhancements in the schools. All transfers were aligned with the memo to the Board of Education in June and subsequently voted on in the regular meeting in June.

Action Requested of the Board of Education:

Recommended Motion:

BETHEL BOE BUDGET 2021-2022
BUDGET TRANSFERS SUMMARY BY PERIOD

Object Codes		Approved Budget	July-Sept Adjustments	Oct-Jan Adjustments	Feb-Mar Adjustments	Apr-June Adjustments	June Adjustments	Total Transfers	Final Budget
Salaries	1000	32,888,544	-	-	-	-	394,004	394,004	33,282,548
Employee Benefits	2000	9,288,230	-	-	-	-	(538,041)	(538,041)	8,750,189
Professional Services	3000	1,046,213	-	(2,380)	(5,797)	-	86,357	78,180	1,124,393
Purchased Property Services	4000	245,200	-	7,820	(891)	-	121,419	128,348	373,548
Other Purchased Services	5000	4,299,104	-	(1,350)	(5,601)	-	(163,084)	(170,035)	4,129,069
Supplies	6000	891,390	(1,200)	(216)	14,614	(2,000)	(33,706)	(22,508)	868,882
Property	7000	310,362	1,200	(3,874)	(1,780)	-	133,051	128,597	438,959
Miscellaneous	8000	81,045	-	-	(545)	2,000	-	1,455	82,500
Total Budget		49,050,088	-	-	-	-	-	-	49,050,088
Total Transfers From			(1,200)	(7,820)	(14,614)	(2,000)	(734,831)	(730,584)	
Total Transfers To			1,200	7,820	14,614	2,000	734,831	730,584	
% of Total Budget								1.49%	

	Account Number	Description	Increased	Decreased	Notes
1	100.00.1200.101.1216	PARAEDUCATORS - HS - SPECIAL EDUCATION	394,004	-	Director of Special Ed & Pupil Services' Request
	100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXPENSE	-	(394,004)	Additional Special Education Para salary expense
	Total for Request		394,004	(394,004)	
2	100.16.2230.119.7304	EQUIPMENT - TECHNOLOGY - SW - COMPUTER SCIENCE	126,722	-	Director of Instructional Tech's Request
	100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXPENSE	-	(126,722)	Chromebook purchase for two grades
	Total for Request				
3	100.16.2600.101.4310	CONTRACTED SERV - BUILDINGS - SW - PLANT OPERATION	121,419	-	Director of Fiscal Services' Request
	100.16.2600.101.7307	EQUIPMENT - BUILDINGS - SW - PLANT OPERATION	6,329	-	Security expenses for cameras & S2 system,
	100.16.2700.101.5102	TRANSPORTATION - SW - OUT OF TOWN	-	(91,335)	landscaping, BMS heating repairs, and fire
	100.16.2700.101.5100	STUDENT TRANSPORTATION - SW	-	(27,288)	sprinkler maintenance at all schools
	100.16.2500.101.5302	POSTAGE - SW	-	(9,125)	
	Total for Request		127,748	(127,748)	
4	100.16.1200.101.3202	PROFESSIONAL SPEC. ED. SERV - SW	86,357	-	Director of Special Ed & Pupil Services' Request
	100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXPENSE	-	(17,315)	Increased outside evaluation requests from
	100.16.2700.101.6200	GASOLINE - SW	-	(33,706)	parents and contracted speech & language
	100.16.2500.101.5301	TELEPHONE - SW	-	(35,336)	services for large COF population
	Total for Request		86,357	(86,357)	

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Presenter: Jen Variale

Topic: Resource Management & Business Operations Committee Meeting

Importance of this topic to the Board: Continued Financial and Operational Management

Key Points of the Briefing:

- Budget Update

Summary of the Briefing:

Budget Update:

The finance team is working to close out all remaining items from the 2021 - 2022 school year. . Going into the 2022 - 2023 school year we are monitoring Special Education and Transportation spending closely as these are the areas where we anticipate the most risk to our budget. Dr. Sipala will be presenting to the Board of Education an overview of challenges we will be facing in the 2022-2023 school year at the September meeting.

Action Requested of the Board of Education:

Recommended Motion: No motion needed. For informational purposes only.