

**Sterling Board of Education**  
**Minutes of the Regular Meeting**  
**March 20, 2024**  
**Community Room - 6:00 pm**  
**“EXCELLENCE WITH KINDNESS”**

**I. Call to Order**

The meeting was called to order by Courtney Langlois, Board Chair at 6:00pm

Present at the meeting: Jennifer Mossner, Vice Chair; Catherine Malo, Board Member;  
John Brady, Board Member

Absent: Dorothy Capobianco, Treasurer

Arriving Late: Victoria Robinson-Lewis, Vice Treasurer 6:05pm

Also present were: Theodore Friend, Superintendent; Heather Nickerson, Principal;  
Courtney Brannon, Business Manager; Christine Chandler, Board Clerk

**II. Pledge of Allegiance**

**III. Public Comment**

No on spoke

**IV. Reports and Communications**

**A. Correspondence**

C. Langlois read a letter from PTO President, Laura Fellela showing support of the 2024-2025 school budget.

She also read a thank you card from Cameron DiMartino a CAPSS award recipient.

Several students had also made thank you cards for the Board members in honor of Board Appreciation Month. They were displayed on the tables for all to see.

**B. Consent Agenda**

1. Minutes of Meeting February 21, 2024
2. Superintendent's Report
3. Special Education Director's Report
4. Principal's Report
5. Clinical Supervisor's Report
6. Monthly Check Register

- A motion was made by J. Brady and seconded by J. Mossner to approve the consent agenda as presented.

- Vote: All in Favor
- Motion Carries

**C. Budget and Expense Report**

C. Brannon stated that she would be presenting the 24-25 Budget later in the meeting. She is still monitoring the Facilities Maintenance Repair Line. She also noted that she has been investigating being able to get multi-year discounts on the educational software licenses. The radio communications project is still underway and things are progressing.

- A motion was made by V. Robinson-Lewis and seconded by J. Brady to accept the Budget and Expense Report as presented.

- Vote: All in Favor
- Motion Carries

**D. Plainfield Board of Education Liaison**

No report at this time.

**E. Personnel - Resignation/Retirement**

Melanie Jordan - Paraprofessional

Margaret Pearson - Special Education Director

- A motion was made by V. Robinson-Lewis and seconded by J. Mossner to accept Margaret Pearson's letter of resignation with regret.

- Vote: All in Favor
- Motion Carries

**V. Unfinished Business**

**VI. New Business**

A.. Review, Discussion, and Possible Approval of the 2024-2025 Budget

C. Brannon presented the proposed 2024-2025 budget. She also reminded the Board that the Board of Education budget would be presented to the Sterling Board of Finance on Wednesday, March 27th at 7:00pm.

- A motion was made by J. Brady and seconded by J. Mossner to approve the total of \$8,600,985.00 for the projected budget and move it to the Board of Finance for their review with the contingency that the business office may make adjustments to the changes in tuitions based on high school acceptances or changes in revenue but not to go over the 3.74% overall increase.
  - Vote: All in Favor
  - Motion Carries

B. Review, Discussion, and Possible Approval of the School Calendar for 2024-2025.

- A motion was made by V. Robinson-Lewis and seconded by J. Mossner to approve the 2024-2025 School Calendar.
  - Vote: All in Favor
  - Motion Carries

C. Review, discussion, and possible approval to move forward with the required heating, ventilation, and air conditioning testing that is a 5-year HVAC reporting requirement.

Vendor: Sustainable Engineering Solutions LLC (SES) & Trueflow LLC

- Motion was made by V. Robinson-Lewis and seconded by J. Brady to approve moving forward with Sustainable Engineering Solutions (SES) and Trueflow LLC to complete the heating, ventilation, and air conditioning testing that is a 5-year HVAC reporting requirement at a cost of \$26,500.00.
  - Vote: All in Favor
  - Motion Carries

D. Policy - 1st Reading

- P9324 - Bylaws of the Board - Advance Delivery of Meeting Minutes
- P5131.911 - Students - Connecticut School Climate Policy
- P6142.104 - Instruction - Play-Based Learning
- Motion was made by V. Robinson-Lewis and seconded by J. Brady to approve policies P9324, P5131.911, and P6142.104 as written and reviewed by the Policy Committee.
  - Vote: All in Favor
  - Motion Carries

E. Review, discussion, and possible approval to schedule Monday, June 17th as a half day for students.

- A motion was made by V. Robinson-Lewis and seconded by J. Mossner to approve Monday, June 17th as a half day for students.
  - Vote: All in Favor
  - Motion Carries

F. Out of State Field Studies

- Grade 4 - April 24, 2024 - Old Sturbridge Village, MA
- Grade 6 - May 15, 2024 - Worcester Ecotarium, MA
  - Extended day trip - Leave 9:00am - Return 5:00-6:00pm
- A motion was made by V. Robinson-Lewis and seconded by C. Malo to approve Grade 4 trip to Old Sturbridge Village, MA and Grade 6 extended day trip to Worcester Ecotarium, MA.
  - Vote: All in Favor
  - Motion Carries

**VII. Committee Updates**

- A. Policy - Updated during meeting
- B. Budget - Updated during meeting
- C. Negotiations - will be discussed in Executive Session

**VIII. Recommendations, Questions and/or Comments**

No recommendations, questions, and/or comments from the Board at this time.

**IX. Public Comment**

Peter Grillo - stated that he liked the Budget breakdown.

He asked the Board about being able to lock-in oil pricing for the school.

- C. Brannon responded by letting him know that the school is locked into pricing with Dime Oil Co. for a business price of \$2.98/gal for 20,000 gallons.

He also noted that he was pleased to see that we put the electric charging stations on hold.

Ashley Cerreto - said that she was sorry to hear that Margaret had resigned. She was also wondering if there were going to be any music concerts like there had been with the previous music teacher.

- T. Friend responded that there had been a talent show in January and there would be a concert in May and that the new music teacher has been doing a fabulous job.

**X. Executive Session**

A. Contract Negotiations

- United Public Service Employees Union (UPSEU)
- Sterling Education Association (SEA) MOA (2)

B. Personnel

- A motion was made by V. Robinson-Lewis and seconded by J. Brady to enter into Executive Session, inviting T. Friend and C. Brannon to discuss Contract Negotiations and Personnel.
  - Entered Executive Session at 6:44pm
  - Exited Executive Session 7:00pm

**XI. Adjournment**

- A motion was made by J. Mossner and seconded by V. Robinson-Lewis to accept the SEA MOA's.
  - Vote: All in Favor
  - Motion Carries
- A motion was made by V. Robinson-Lewis and seconded by J. Brady to adjourn the meeting.
  - Vote: All in Favor
  - Motion Carries

Meeting adjourned at 7:03pm