



North Canaan Board of Education
MEETING MINUTES
90 Pease Street, North Canaan, CT 06018 www.nceschool.org

*The North Canaan Board of Education met at
6:30 pm on Tuesday, December 14, 2021, virtually through Zoom.*

A virtual meeting was held using Zoom: Becky Cahill, Matt Devino, Erin Drislane, Amy Dodge, Christopher Jacques, Maribeth Marchi, and Kristine Simmons.

Others present: Dr. Alicia M. Roy, Principal; Lisa Carter, Superintendent; Dr. Scott Fellows and Jill Pace, Assistant Superintendents.

I. Call to Order: The meeting was called to order at 6:39 pm by Lisa Carter.

II. Election of Board Officers: Lisa Carter led the election for the Chair of the Board. Ms. Carter accepted nominations for Chairperson of the Board.

- Mrs. Dodge nominated Mrs. Drislane for Chairperson of the Board. Mrs. Cahill seconded. With no other nominations, Mrs. Cahill made a motion to close nominations for Chairperson of the Board. Mr. Devino seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

Newly re-elected Chair, Mrs. Drislane resumed the meeting.

Erin Drislane accepted nominations for Vice-Chairperson of the Board.

- Mrs. Cahill nominated Mrs. Dodge for Vice-Chairperson of the Board. Mr. Devino seconded. With no other nominations, Mr. Devino made a motion to close nominations for Vice-Chairperson of the Board. Mrs. Dodge seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

Erin Drislane accepted nominations for Secretary of the Board.

- Mrs. Dodge nominated Mrs. Cahill for Secretary of the Board. Mr. Devino seconded. With no other nominations, Mr. Devino made a motion to close nominations for Secretary of the Board. Mrs. Dodge seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

III. Consent Agenda

Mrs. Drislane made a motion to add **VIII A. Discussion of the Middle School Sports and Activities Budget** to the agenda. Mr. Devino seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

Mrs. Drislane made a motion to approve the minutes for the November 9, 2021, Regular Meeting as written. Mrs. Dodge made note of a typo change. Mr. Devino seconded, as amended. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

IV. Public Comment - None

V. Communications - None

VI. Region One Report

Ms. Carter summarized the Region One Board meeting as follows:

- Discussion was held regarding the RFP for the Region One Attorney. Four out of the five firms that submitted an RFP will be interviewed.
- Discussion regarding the Assistant Superintendent Staffing for the 2022-2023 school year. The position will need to go back to a 1.0 FTE position, with a single person filling that role.
- A high school science teacher was approved to take maternity leave from March 1 through the end of the school year.
- The Washington, D.C. field trip in April of 2022 was approved. There will be a pilot program with the seniors of the high school to do an interactive trip to Washington D.C. with different schools interacting with each other.

VII. All Boards Chair Report

Ms. Carter and Mrs. Drislane summarized the ABC Board meeting as follows:

- Ms. Carter proposed that the position of Assistant Superintendent will need to go back to a 1.0 FTE position, with a single person filling that role.
- The ABC Board approved the Region 1 Board of Education to form a search and hiring committee for the Assistant Superintendent position.
- The 2022 Meeting Calendar was approved.

VIII. NESDEC Enrollment Projections

Dr. Roy presented the 2021-2022 Enrollment Projection Report from the New England School Development Council for North Canaan Elementary School.

VIII A. Discussion of the Middle School Sports and Activities Budget

Ms. Carter reported that Anne McNeil and Sam Herrick will put a 2022-2023 Middle School Sports and Activity budget together for the Boards to vote on. Ms. Carter asked to hold off on voting until after the basketball season is over so the Boards can make an accurate assessment.

VII. Policies (1st reading)

There was a first reading of Policies 1331 Prohibition Against Smoking; 9240 Board Member Development; 9270 Conflict of Interest; 9321 Time, Place, Notification for Meetings; 9321.2 Electronic Board of Education Meetings; 9322 Public and Executive Sessions; 9323 Agenda Construction; 9325 Meeting Conduct; 9325.1 Quorum; 9325.2 Order of Business; 9325.3 Parliamentary Procedures; 9326 Minutes; 9327 Electronic Mail Communications; and 9400 Board Self-Evaluation. The Board will have a second reading with action to vote on the policies at the January 11, 2021, Board of Education meeting.

VIII. Action Items

A-J. Mrs. Drislane recommended to the full Board the approval of policies 9221 Filling Vacancies; 9222 Resignation/Removal from Office; 9230 Orientation; 9271 Code of Ethics; 9310

Development, Distribution and Maintenance of Manual of Policies, Regulations, By-laws; 9311 Formulation, Adoption, Amendment of Policies; 9311.1 Review of Board Policy; 9312 Formulation, Adoption, Amendment of By-laws; 9313 Administrative Regulations (Rules); 9314 Suspension of Policies, Bylaws, Regulations. Mr. Devino seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

K. 2022 Board of Education Meeting Dates

Mrs. Drislane recommended to the full Board the approval of the 2022 Board of Education meetings as presented with a meeting time change from 6:30pm to 7pm. The Board will hold virtual meetings through April. In-person meetings will begin in May. Mr. Devino seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

L. Heat Pump Program Letter of Intent

Mrs. Drislane recommended to the full Board the signing of the letter of intent for the electric heat pump equipment modernization program with Eversource Energy and United Illuminating. Mrs. Cahill seconded. Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

IX. Administrative Reports (A copy is available through the links on the December agenda.)

Principal's Report: Dr. Roy provided a brief overview of her monthly report. Some of the items she reported are listed below:

- A total of 59 students are on the honor roll for trimester one with 15 earning highest honors.
- A grant is being completed from the Connecticut State Department of Education in hopes that it will fund a new kitchen oven that is needed.
- Mrs. Erickson, Library Media Specialist, is starting a new project with the students for a Little Free Library. This library would be an opportunity to reach different students and get them involved in an activity to support the community. It is a wooden house that will be made to share books with the community.
- There was a PJ Day for CT. Children's Medical Center that raised \$660.12.

Assistant Superintendents' Report: (A copy is available through the links on the December agenda.)

Dr. Fellows provided a slide presentation for the December 2021 update on the ARP-ESSER III Grant. Dr. Fellows explained the five areas available for funding. Periodic reports on the use of the ARP/ESSER grant funding will be provided in each district, paired with data that will indicate the progress toward the goals that were established during the grant writing process.

Superintendent's Report: (A copy is available through the links on the December agenda.)

Ms. Carter provided an overview of her monthly report. Some of the items she reported are listed below:

- Region 1 has experienced a steady incidence of COVID cases in all schools, but mitigation practices seem to be keeping those cases isolated and under control, including the recent spike that took place in Cornwall in mid-November.
- All new BOE members for each Region 1 town were invited to attend a new BOE member orientation hosted by Nick Caruso (CABE) and have also been provided with a “New BOE Member” packet (from CABE). Ms. Carter will meet with each new member in December and/or January to introduce herself and answer any questions.
- The administrative team has prepared a draft of the 2022-2023 calendar and is now in the process of reviewing it with leadership teams and teachers. The calendar will be ready to present to Boards of Education in January.
- Amy Tepper & Patrick Flynn invited Ms. Carter to be a part of their presentation team for a session entitled *Connection, Coherence, & Cause and Effect: Feedback for Efficacy* at this year’s Learning Forward National Conference. Their presentation at the conference will focus on how we have worked together most recently to connect all of the Region 1 school improvement goals to existing instructional practices to support increased student engagement and achievement.

X. Public Comment: None

XI. Adjournment: Mr. Devino made a motion to adjourn at 7:47 pm. Mrs. Dodge seconded.
Vote: 7-yes Mrs. Cahill, Mr. Devino, Mrs. Drislane, Mrs. Dodge, Mr. Jacques, Mrs. Marchi, and Mrs. Simmons.

Respectfully submitted,
Kerry Rooney

Approved: January 11, 2022