



**North Canaan Board of Education**  
MEETING MINUTES  
90 Pease Street, North Canaan, CT 06018    [www.nceschool.org](http://www.nceschool.org)

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*The North Canaan Board of Education met in the library  
at 6:30 pm on Thursday, April 9, 2024.*

**A meeting was held:** Lindsey Crane, Amy Dodge, Stephannie Grant, Amy Helminiak, Christopher Jacques, and Kristine Simmons.

**Others present:** Dr. Alicia M. Roy, Principal; Beth Johnson, Assistant Principal; Lisa Carter, Superintendent

**I. Call to Order:** The meeting was called to order at 6:33 pm by Chairperson Amy Dodge.

**II. Consent Agenda**

Mr. Jacques made a motion to approve the minutes for the March 12, 2024, meeting, as written. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

**III. Public Comment - None**

**IV. Communications - None**

**V. Region One Report**

Mrs. Keilty was not in attendance. Lisa Carter reported on the following from the previous two April Board meetings.

- 2024-2025 Region One budget was approved.
- Superintendent Carter provided an overview of the updated Administrator and Teacher Evaluation Plans. They will be treated as a first reading and will be brought back to the Board in May for approval.

**VI. All Boards Chair (ABC) Report**

Mrs. Dodge reported that there had been no meeting since our last Board meeting except for Superintendent search meetings.

**VII. Educator Evaluation Draft Updated Document (Action Item for May meeting)**

Ms. Carter gave a brief explanation of The Region 1 Leader Effectiveness and Professional Practice Manual that includes tools, guidance, and a rubric to support the evaluation of all school leaders and administrators. The plan will improve and evolve over time to continue to reflect the best practices and innovation with respect to educator feedback and support.

## VIII. Action Items

### A. 1. Renewal with Healthy Food Options

Mrs. Dodge made a motion to the Board that Pursuant to C.G.S. Section 10-215f, the North Canaan Board of Education certifies that all food items offered for sale to students in the school under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

### 2. Food and Beverage Exemptions

Mrs. Dodge made a motion to the Board that The North Canaan Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

### B. Increase to Student Lunch Price 2024-2025

Mrs. Dodge made a motion to the Board to increase the student lunch price to \$3.20 (an increase of \$.10) beginning in the 2024-2025 school year to be in compliance with the federal requirement as calculated through the paid lunch equity tool. Mr. Jacques seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

## IX. Administrative Reports (January and February)

***Principal’s Report:*** (A copy is available through the links on the April agenda.)

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

- The drama club gave two performances of Disney's The Little Mermaid Jr. on March 21 and 22, plus a preview for the students on Wednesday, March 20. More than 75 students from grades 2-8 participated in this year's production.
- The second graders went to the Sharon Audubon Center excited to learn all about maple sugaring. They started off on one of the trails, learning how to identify sugar maple trees and different ways to tap them to collect sap.
- Students shared their goals and progress made in meeting classroom expectations during the spring conferences on March 27th and 28th.
- The Trimester 2 Celebration featured kindergarten and 7th graders presenting information they are learning in class. Seventy-three students earned honor roll awards this trimester.

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

Dr. Rose was not present for the Board meeting. Ms. Carter gave an overview of the Assistant Superintendent's report.

- Students in grades 5-11 will begin SBAC and NGSS testing in late April-May. NGSS science assessments are administered only to students in grades 5, 8, and 11. SBAC is administered in all grades 3-8 in both ELA and math.
- The Region is still hiring but has filled many positions to date and does not have many more to fill.
- Work is continuing to be done for the Summer programs.

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

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

- All schools purchased protective eyewear for all students and staff to ensure their safety during the eclipse. Since the transition was during dismissal time, some schools, where science teachers could stay after school, were able to schedule after school activities so that students had an opportunity to view the eclipse under the guidance of a teacher.
- Cornwall Consolidated School received feedback from the Department of Homeland Security last month with respect to the safety audit conducted in October. The Region 1 Safety Audit team can use that report as a template to conduct safety audits in the remaining PreK-8 schools (the high school was audited in January). Ms. Carter will work with the audit team to create a schedule to try to complete this work by the end of this school year.
- HVRHS has set its graduation date for June 14th and the PreK-8 school principals will plan theirs accordingly.
- Dr. Rose and Ms. Carter attended a full-day workshop hosted by EdAdvance, which focused on the use of artificial intelligence in schools.

#### **X. Executive Session for the Purpose of Discussing the Canaan Child Care Lease Agreement Renewal (Action Anticipated)**

Mrs. Dodge made a motion to move into an Executive Session for the Purpose of the Child Care Lease Agreement Renewal (Action Anticipated). Mrs. Dodge invited Dr. Roy, Lisa Carter and Beth

Johnson into the executive session at 7:03. Mr. Jacques seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

- At 7:12 the Board came back to the regular meeting.

Mrs. Dodge made a motion to the Board to approve the Canaan Child Care Lease Agreement renewal from July 1, 2024, to June 30, 2029, as discussed in executive session. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

### **XI. Public Comment**

Mrs. Simmons inquired about bus safety during drop off in the morning. She reported seeing cars coming into the circle while buses are parked and asked how the cars are getting around the buses or if they stay in the circle until they pull out? Mr. Jacques inquired about getting a sign for the front of the entrance that indicates there is no entry while buses are in the semicircle. Dr. Roy will discuss the sign idea with the Town

### **XII. Adjournment**

Mrs. Dodge made a motion to adjourn the meeting at 7:15 pm. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Simmons.

Respectfully submitted,  
Kerry Rooney

Approved: May 14, 2024