

**Sterling Board of Education**  
**Minutes of the Regular Meeting**  
**November 15, 2023**  
**Community Room - 6:00 pm**  
**“EXCELLENCE WITH KINDNESS”**

**I. Call to Order**

The meeting was called to order at 6:02pm by Leatrice Shippee, Vice Chair  
Present at the meeting were: J. Mossner, V. Robinson-Lewis, C. Langlois, D. Capobianco  
Also present at the meeting were: T. Friend, H. Nickerson, L. Smith, M. Pearson,  
C. Brannon, C. Chandler

**II. Pledge of Allegiance**

**III. Public Comment**

**IV. Reports and Communications**

**A. Correspondence**

**B. Consent Agenda**

1. Minutes of Meeting October 18, 2023
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 V. Robinson-Lewis and seconded by C. Langlois to approve the Consent Agenda as presented. Vote: 4 in favor 1 absentian (D. Capobiano)

**C. Budget and Expense Report**

C. Brannon reported that the audit is underway and is going well.  
She is still continuing to monitor the budget line for maintenance.  
Plainfield tuition has been reconciled.

A second RFP has been sent out for the radios and the server replacement is underway.

Grants - Excess Cost filing is scheduled for December 1st

She received notification that the Magnet School Transportation Grant has a per student cap and we are applying for the PEGPETIA grant again this year.

- A motion was made by V. Robinson-Lewis and seconded by D. Capobianco to approve the Budget and Expense as presented. Vote: All in favor

**D. Plainfield Board of Education Liaison**

Since Plainfield's meeting was scheduled for tonight also, a Sterling representative was not able to attend.

**V. Unfinished Business**

**VI. New Business**

**A. Introduction of New Board Members**

Newly elected members introduced themselves. Everyone welcomed John Brady and Catherine Malo to the Sterling Board of Education team.

Ted noted that we have reached out to CAFE to set up training for the Board members. We are looking to set something up for January.

**B. Resignation**

Nancy Topping - Middle School Special Education Teacher

- A motion was made by D. Capobianco and seconded by V. Robinson-Lewis to accept the Resignation of Nancy Topping with regret. Vote: All in favor

**C. Policy - 1st Reading**

- R6146.1 Instruction - Grading/Assessment Systems
- P7230.2 New Construction - Indoor Air Quality/Heating, Ventilation, and Air Conditioning
- P6159 Instruction - Individualized Education Program/Special Education Program

**VII. Committee Updates**

**A. Policy**

**B. Budget**

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

V. Robinson-Lewis brought a draft of a letter expressing concern with the roaming livestock in town and the transportation of students. She requested that the Board or Superintendent sign the letter to send to the State Police.

- V. Robinson-Lewis made a motion to add this letter to the agenda under new business for discussion. No second. No Vote.

C. Langlois asked that the Board attorney review the letter before T. Friend signs and sends in the mail.

T. Friend agreed to consult the attorney in the morning.

**IX. Public Comment**

Michael Grenier - expressed his concern for livestock that has been on the road.

The Board and Superintendent asked K.Gunn, Transportation Director, to log the phone calls that she receives because of livestock in the road when picking up and dropping off students daily. T. Friend asked that the drivers to also notify him of these occurrences.

**X. Executive Session**

A. Personnel Matters

- A motion was made by V. Robinson-Lewis and seconded by J. Mossner to enter into executive session to discuss personnel matters. Vote: All in favor

Entered into Executive Session: 6:42pm

**XI. Adjournment**

Exited executive session: 6:47pm