

Sterling Board of Education
Minutes of the Regular Meeting
December 15, 2021
Community Room - 6:00 pm
“EXCELLENCE WITH KINDNESS”

I. Call to Order

Meeting was called to order at 6:01pm.

Present: Michael Rouillard, Lee Shippee, Dottie Capobianco, Victoria Robinson Lewis and Jenn Mossner - Absent: Courtney Langlois

Also present were: Susan Rourke, Heather Nickerson, Laura Smith, Courtney Brannon, and Christine Chandler

II. Pledge of Allegiance

M. Rouillard read a statement asking everyone to wear masks while attending the meeting as per the guidance of the State of Connecticut and the Department of Health stating that masks are required to be worn in all public school buildings. There were people in attendance that chose to remain in the meeting without a mask.

- 6:05pm A motion was made by L. Shippee and seconded by Jenn Mossner to adjourn the meeting and reconvene in the cafeteria so all in attendance would be able to keep a safe distance from one another. Vote: 4 in favor - 1 opposed
- 6:07pm the meeting resumed in the Cafeteria.

III. Public Comment

- N. Chenette - asked the Board if anyone had looked into the information that was presented to the Board at the October meeting regarding the oxygen levels of students wearing masks and the indoor air quality in classrooms?
- M. Rouillard stated that we would have the nurse check into it.

IV. Reports and Communications

A. Correspondence

B. Consent Agenda

1. Minutes of the Regular Meeting, November 17, 2021
2. Superintendent's Report
3. Special Education Director's Report
4. Principal's Report
5. Clinical Supervisor's Report
6. Monthly Check Register

- J. Mossner noted that a correction needed to be made in the November Draft minutes regarding the Minutes of the previous Regular Meeting - date should be October 20, 2021.
- J. Mossner asked for an update on the “Screen and Stay”.
- S. Rourke and H. Nickerson both spoke about the “Screen and Stay”, a number of students approx. 10 are out on the “Screen and Stay”. S. Rourke stated that we have very strict contract tracing. Many students were not eligible. The only way students are eligible for “Screen and Stay” is if they were a close contact in the educational setting. Most of our students were exposed through sports, family, or outside activities.
- L. Shippee asked if D. Capobianco was all set with the signing of checks. D. Capobianco was contacted by the Superintendent on Monday and she told them to use the electronic signature. V. Lewis is all set to be able to sign. So, in the future both D. Capobianco and V. Lewis can be contacted if checks need to be signed.

A motion was made by L. Shippee and seconded by V. Lewis to accept the consent agenda with corrections as noted. Vote: 4 in favor - 1 abstaining

C. Budget and Expense Report

- C. Brannon discussed and explained the school’s expense report.
- L. Shippee asked how long the food service contract was for? C. Brannon said that she would get back to her on the length of the contract and stated that it was paid through June 30, 2021

A motion was made by L. Shippee and seconded by V. Lewis to approve the Budget and Expense Report as presented. Vote: All in favor

D. Plainfield Board of Education Liaison

No report at this time

V. Unfinished Business

None at this time

VI. New Business

A. New Hire - Director of Special Services

- S. Rourke said that she had fully intended to bring a candidate to the Board, but was not able to at this time and will keep the Board apprised of any information regarding filling this position.
- S. Rourke stated that she appreciates the work that administration and special education personnel have been doing in the absence of a Special Services Director.

B. Superintendent Search (update)

- S. Rourke discussed the packet of information that was given to the Board regarding the three consulting firms enclosed. She asked the Board to review the packet and to decide on members of the Search Committee and on a Search Committee Meeting date.

It was decided that the committee will meet on January 11, 2022 at 5:15pm. Members to be named at a later date.

C. Organizational Chart

- S. Rourke explained the need for the new organizational chart that was provided in the Board of Education packets. The Superintendent and Director of Special Services positions were previously held by one person and will now be held by two people, so there was a need to update the chart to reflect this and that the chart is something that the Superintendent would need.

A motion was made by L. Shippee and seconded by V. Lewis to accept the revised SCS Organizational Chart as presented. Vote: All in favor

D. Discussion and Possible Approval to Schedule a COVID 19 Vaccination Clinic

- S. Rourke discussed the possibility of hosting a vaccine clinic. The State has approached us several times to host a vaccination clinic. This is not mandatory. We could request a Griffin Van to come to the school and provide the vaccine clinic. There is no guarantee that they could come. They do require a survey to see how many people would be interested. Their focus is on ages 5-11 but would be able to support all ages including boosters. The State of Connecticut would provide everything. There would be no cost associated with them coming here. She requested permission to move forward with investigating this process and it has to be a mutual time that is agreeable to both and cannot interfere with schooling or anything that is ongoing at this time. We do have a survey that was sent out through a newsletter. We have not had a great participation rate. The survey will be put on our website for people to access. The State may not find it feasible to send the van here.

A motion was made by L. Shippee and seconded by J. Mossner that the Superintendent apply to the State of Connecticut. Vote: 4-in favor 1-opposed

E. Committee Updates

- S. Rourke spoke about the current committees.
 - Negotiation Committee is ongoing

- Budget Committee - it was decided that the budget committee would wait to meet until the beginning of February. S. Rourke and C. Brannon will continue to collect information.

F. Dates for Policy Committee

- S. Rourke spoke about starting the policy meetings
 - 1st meeting January 11, 2022 at 4:15pm
 - Meetings will continue to be scheduled as the committee meets

VII. Recommendations, Questions and/or Comments

None

VIII. Public Comment

None

IX. Executive Session

A motion was made by L. Shippee and seconded by J. Mossner to enter into Executive Session to discuss personnel matters. S. Rourke was invited to attend.

Entered into Executive Session at 6:50pm

Exited Executive Session at 7:50pm

X. Adjournment

A motion was made by L. Shippee and seconded by V. Lewis to adjourn the meeting at 7:51pm.

Vote: All in favor