

Sterling Board of Education
Minutes of the Regular Meeting
August 21, 2024
Community Room - 6:00pm
“EXCELLENCE WITH KINDNESS”

I. Call to Order

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

Present at the meeting were: Dottie Capobianco, Treasurer;
Victoria Robinson-Lewis, Vice Treasurer; John Brady, Board Member;
Catherine Malo, Board Member

Absent from the meeting: Jennifer Mossner, Vice Chair

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

II. Pledge of Allegiance

III. Public Comment

No one spoke at this meeting

- A motion was made by V. Robinson-Lewis and seconded by J. Brady to move the C. Budget and Expense Report and the under New Business B. Line Item Transfers to IV on the Agenda.
 - Vote: All in favor
 - Motion: Passed

IV. Budget and Expense Report

- A. C. Brannon presented the Budget and Expense report for June, 2024 and July, 2025. She spoke about Fiscal Year 2023-2024, the Fiscal Year 2024-2025 Budget, and Grants.
- A motion was made by J. Brady and seconded by D. Capobianco to accept the Budget and Expense Report as presented.
 - Vote: All in favor
 - Motion: Passed
- B. Review, discussion, and possible approval of Line Item Transfers
 - C. Brannon presented the Line Item Transfers that were made to reconcile and finalize Fiscal Year 2024.
- A motion was made by V. Robinson-Lewis and seconded by J. Brady to approve the Line Item Transfers as presented.

- Vote: All in favor
- Motion: Passed

This was C. Brannon's last meeting. The Board wanted to recognize her and thanked her for all of the work she did in the Business office over the past three years, presented her with a gift, and wished her success in her new job.

V. Reports and Communications

A. Correspondence

C. Langlois presented a flier that had been received regarding an upcoming training opportunity for School Committees.

B. Consent Agenda

1. Minutes of Meeting June 26, 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 D. Capobianco to accept the Consent Agenda as presented.
 - Vote: All in favor
 - Motion: Passed

C. Plainfield Board of Education Liaison

C. Langlois was able to attend Plainfield's BOE meeting and made the Board aware of the following.

- Hiring a lot of new staff
- They hired a Student Affairs Liaison
- CABA/CAPSS Convention, Mystic
- Committee Appointments
- Reviewed procedures around posting minutes
- Moving of the Central Office to Shepard Hill
- Big push for attendance
- Reviewed district Enrollment
- Working on decreasing chronic absenteeism
- Work that the PHS was having done
- Convocation is on Tuesday
- Students start on Thursday, August 29

D. Personnel - Resignation/Retirement

T. Friend spoke about our new hires, some resignations, and a retirement.

Sara Howley - Business Manager
Angela Stone - Kindergarten
Melissa McKeon - Occupational Therapy
Jill Caruso - Special Education Teacher
Corrine Lewis - Special Education Teacher
Patricia Hawkins - Special Education Teacher
Carrie Graham (Special Education)- Resignation
Garreck Seales (7/8 Social Studies) - Resignation
Sharon Perry (PreK- IA) - Retired

VI. Unfinished Business

None at this time

VII. New Business

A. Review, discussion and possible approval of the new “Connecticut Leader and Educator Evaluation and Support Plans 2024.”

- A motion was made by D.Capobianco and seconded by C. Malo to approve the Leader and Educator Evaluation and Support Plans as presented.
 - Vote: All in favor
 - Motion: Passed

B. 1st Reading - R4112.5, 4212.5 Personnel - Certified/Non-Certified security Check/Fingerprinting/Criminal Justice Information (this Regulation accompanies the Policy for Fingerprinting that was approved in June).

It was noted that C. Chandler should make the change to TAC and LASO to read Superintendent and/or designee instead of an employee’s name.

- A motion was made by D. Capobianco and seconded by V. Robinson-Lewis to Approve R4112.5/4212.5 Personnel - Certified/Non-Certified security Check/Fingerprinting/Criminal Justice Information as presented with changes as noted.
 - Vote: All in favor
 - Motion: Passed

VIII. Committee Updates

- A. Policy
- B. Budget
- C. Negotiations - Received a letter reminding when teacher negotiations will start.

IX. Recommendations, Questions and/or Comments

None at this time

X. Public Comment

No one spoke at this meeting

XI. Executive Session

A. Discussion of Transportation Director Contract

- A motion was made by V. Robinson-Lewis and seconded by J. Brady to enter into Executive Session and invite T. Friend.
 - Vote: All in favor
 - Motion: passed

Entered into Executive Session: 6:35pm

Exited Executive Session: 6:55pm

XII. Adjournment

- A motion was made by V. Robinson-Lewis and seconded by C. Malo to adjourn the meeting.
 - Vote: All in favor
 - Motion: Passed

Meeting adjourned: 6:55pm