



**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, March 12, 2024.*

**A meeting was held:** Lindsey Crane, Amy Dodge, Stephannie Grant, Amy Helminiak, Brooke Riva, 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 6:32 pm by Chairperson Amy Dodge.

**II. Consent Agenda**

Mrs. Dodge made a motion to approve the minutes for the February 15, 2024, Special Meeting, as written. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

**III. Public Comment -**

Vanessa Hinman addressed the Board requesting that they continue to look into improving the Middle School sports program. Mrs. Hinman added that since she has a child in the Middle School sports program she is able to see firsthand that some students were not getting a lot of playing time. She would like to see more of an equal opportunity playing experience. Mrs. Hinman expressed that she understands that a lot of work and thought went into the Middle School sports program and there aren't high numbers of students that are participating, but urged the Board to continue looking into the program to make sure that playing time is fair for all students, helping to improve the quality of the program.

**IV. Communications - None**

**V. Board of Education Appreciation Month**

Dr. Roy gave the Board members a gift from the school with thanks and appreciation for all their volunteer work done on the North Canaan Board of Education. Superintendent Carter thanked the Board members and handed out a gift from the Region One School District.

**VI. Region One Report**

Mrs. Keilty was not in attendance. Lisa Carter reported on the following from the March 4, 2024, Board meeting.

- A presentation was given on the current status of the proposed 2024-2025 budget. The budget is currently at an overall increase of 4.39%, but there are still some items in flux. The proposed budget will come back to the Board in April for approval. The Public

Hearing will take place on Thursday, April 4, at 6:30 p.m.

- The hiring of two math teachers was approved.
- Spring coaches were approved.

## **VII. All Boards Chair (ABC) Report**

Mrs. Dodge reported that there had been no meeting since our last Board meeting.

## **VIII. Region 1 Superintendent Search Leadership Profile 2024**

CABE search services conducted and arranged 15 interviews and focus groups, engaging with 42 individuals representing students, parents, teachers, administrators, staff, town elected officials, and members of the Region's school boards (Cornwall, Falls Village/Canaan, Kent, North Canaan, Salisbury, Sharon, Region 1, and the ABC Committee). The findings will serve as a guide for the Superintendent Search Committee as they work to secure the most suitable Superintendent of Schools for Region 1.

## **IX. Action Items**

### **A-F. Approval of Policies**

Mrs. Dodge made a motion to the full Board for the approval of policies 5141.29 School-Based Health Center; 4115 - Educator & Leader Evaluation and Support; 4118.5/4218.5/6141.321 - Computers: Responsible Use of Technology, Social Media and District Network Systems; 5131.911 Connecticut School Climate; 5141.221 Pediculosis; 9323 Construction of Agenda. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **G. MSAA Spending Plan Proposal 2024-2025**

Mrs. Dodge made a motion to the full Board for the approval of the Middle School Sports and Activities Plan for the 2024-2025 school year as presented by the superintendent. The Board discussed some concerns with bussing back and forth to the High School and the dissatisfaction expressed with playing time. Ms. Carter said she would be looking into it more and will bring the concerns back to the Middle School Sports program director. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **H. North Canaan Elementary School Budget 2024-2025**

(Board of Finance Budget Presentation - Wednesday, March 20th, 7 PM, Town Hall)

Mrs. Dodge made a motion to the full Board for the approval of the North Canaan Elementary School Budget 2024-2025 in the amount of \$4,536,112.70, an increase of 2.49%. Dr. Roy explained a few decreases since the February Board meeting. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **I. Nonresident Student Tuition Fee**

5118 Resident and Nonresident Attendance

Mrs. Dodge made a motion to the full Board for the approval of the nonresident student fee of \$4,569 for the 2024-2025 school year, \$2,284.50 payable by August 15, 2024, and \$2,284.50 payable by January 15, 2025. This is the same fee approved for the 2020-2021, 2021-2022, 2022-2023, and 2023-2024 school years. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **J. Benchmark Education Reading Purchase**

Mrs. Dodge made a motion to the full Board for the approval of the funding for the school's portion of the purchase of the Benchmark Education Reading Program for grades PreK-3 as recommended by the regional committee at the cost of approximately \$49,000 using unspent funds from the health insurance line and to transfer these funds to line 641 1001 Textbooks. Dr. Roy stated there will be a \$50,000 grant for this purchase as well, to cover the remaining cost. This program is a State approved reading curriculum and the cost includes five years of consumables. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **K. Request for 1 pm Dismissal on Monday, June 10 and Tuesday, June 11, 2024**

Mrs. Dodge made a motion to the full Board for the approval of changing the school calendar for the 2023-2024 year to dismiss at 1 pm on Monday, June 10 and Tuesday, June 11 to support professional learning for the newly adopted Benchmark Education Reading Program. (Note that the school year currently ends on June 12 with a 1 pm dismissal.) Dr. Roy stated to the Board that she is sensitive to the parents and realizes that it will be difficult on families to have two 1pm dismissals right before the last day of school, but it was very important to begin to train the teachers for the new Benchmark reading curriculum. Ms. Carter added that the Region had to choose these days for professional learning due to Sharon School having to add an extra day to their calendar from a roofing issue during the year and their teachers would miss the professional learning day if it were held on June 13th. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **L. Region One Plan to Increase Educator Diversity**

Mrs. Dodge made a motion to the full Board for the approval of the Region One Plan to Increase Educator Diversity as required by PA 23-167. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

### **X. Administrative Reports (January and February)**

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

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

- Students met the challenge of reading 500 different authors. They earned a reading campout: students brought in their blankets and flashlights, used their desks to create tents, and shared a favorite book or read their own while enjoying a cup of hot chocolate and brownie to celebrate their success.
- The eighth grade class went ice skating at Berkshire School on Wednesday, February 28.
- Staff and community members as well as parents and volunteers visited the classrooms on Wednesday morning, March 6, 2024, for Read Across America. Each classroom was assigned a guest reader who shared a special story to help us understand our world.
- Fourth grade students enjoyed the Annual Arts Day at Kent School with all of the other fourth graders from Region 1.

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

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

- The Professional Development and Evaluation Committee (PDEC) is wrapping up the revision of the new Educator Evaluation Manual. The team has developed a single-point competency using the Continuum of Professional Practice to support a strong mindset focusing on feedback rather than evaluation. The manual will be presented to the union this month.
- The counseling team has worked diligently over the past year to adopt a common Social and Emotional Learning curriculum K-12 across all schools.
- The Grade 4 and 5 Humanities teachers have done an amazing job implementing the new curriculum. The Humanities curriculum will be implemented in 6th grade across all of the K-8 schools. It is currently being piloted in Cornwall, Kent, and North Canaan, which will help significantly in the universal adoption of that curriculum next year.

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

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

- Ms. Carter thanked Region One's Board of Educations for all the work they do for our schools.
- Ms. Carter and Sam Herrick concluded their work in supporting negotiations between the North Canaan Board of Education and the North Canaan Elementary School Employees Local 1303-269 of Council 4 AFSCME, AFL-CIO.
- At the Union Presidents Meeting they indicated that they have no concerns other than support for our work to continue to attract substitute teachers.
- The principals and staff at HVRHS, North Canaan and Sharon Center school are currently working with Community Health and Wellness staff to ensure that the school-based health centers in those schools can commence operations by the end of April.

## **XI. Public Comment - None**

## **XII. Adjournment**

Mrs. Dodge made a motion to adjourn the meeting at 7:26 pm. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mrs. Riva, and Mrs. Simmons.

Respectfully submitted,  
Kerry Rooney

Approved: April 9, 2024