

Sterling Board of Education
Minutes of the Regular Meeting
September 17, 2025
Community Room - 6:00pm
“EXCELLENCE WITH KINDNESS”

- I. **Call to Order:** The meeting was called to order by Courtney Langlois, Board Chair at 6:03pm.

Present at the meeting were: Jennifer Mossner, Vice Chair; Dorothy Capobianco, Treasurer; Catherine Malo, Board Member

Arriving Late: John Brady, Board Member 6:10pm

Absent from the meeting: Victoria Robinson-Lewis, Vice Treasurer

Also present at the meeting were: Theodore Friend, Superintendent; Sara Howley, Business Manager; Christine Chandler, Board Clerk; Kristen Lanzillo, Director of Student Services; Laura Smith, Clinical Supervisor

- II. **Pledge of Allegiance**

- III. **Public Comment**
No audience of citizens

- IV. **Reports and Communications**

A. **Correspondence**

B. **Consent Agenda**

1. Minutes of Meeting August 20, 2025
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 D. Capobianco and seconded by J. Mossner to approve the Consent Agenda as presented.
 - Vote: All in favor
 - Motion: Passed

C. Budget and Expense Report

S. Howley shared her Financial/Budget Discussions with the Board.

1. Fiscal Year 2024-2025

- a. Budget Balance Remaining - \$100,641.77
- b. Anticipated 2% account balance - \$791,967

2. Fiscal Year 2025-2026

- a. Total Approved Budget - \$8,474,689 (1.75% Increase)
- b. Budget Tracking
 - i. Tuitions continue to be fluid - 2 new outplacements, students at KHS switching to regular program (dropping AG) Waiting for October 1st enrollment numbers to finalize
 - ii. Overall, over budget by approximately \$100,000 but there are some new grants we will be using to offset some of this cost and there are other areas for savings throughout the year. We are keeping a list of items that can be put under the 2% account if needed
- c. Grants
 - i. SEED - \$35,574 can be used to offset salaries, benefits, and supplies in Special Education
 - ii. DRIP - \$46,666 can be used for “minor capital improvements” in Maintenance
 - iii. Primary Mental Health - \$16,600 can be used towards para salary, benefits in Special Education

3. 2% Non-Lapsing Account

- a. Current Balance \$691,326

4. Special Education Reserve

- a. Current Balance \$500,000

- A motion was made by C. Malo and seconded by D. Capobianco to approve the Budget and Expense Report as presented.
 - Vote: All in favor
 - Motion: Passed

D. Plainfield Board of Education Liaison

No one was able to attend

E. Personnel - Resignation/Retirement

None at this time

V. Unfinished Business

No unfinished business to discuss at this time.

VI. New Business

- A. Review and Possible Action on the following **Policies/Regulations** - 1st Reading
Policy #5114 - Students - Suspension and Expulsion/Due Process
Policy #6159 - Instruction - Individualized Education Program
Regulation #6159 - Instruction - Individualized Education Program
Policy #5118.2 - Students - Educational Opportunities for Military Children

VII. Committee Updates

- A. Policy - Meeting Monday, October 6, 2025
B. Budget - Will meet in December to discuss Draft Budget 26/27
C. Negotiations - No negotiations needed at this time

VIII. Recommendations, Questions and/or Comments

None at this time

IX. Public Comment

No audience of citizens

X. Executive Session

No need to enter into Executive Session

XI. Adjournment

- A motion was made by J. Mossner and seconded by C. Malo to adjourn the meeting.
 - Vote: All in favor
 - Motion: Passed
 - Adjourned: 6:24pm