

**Regular Meeting
Stafford Board of Education
Stafford Elementary School Cafetorium
Monday, June 20, 2022, 6:30 PM**

Board Members Present (in person): Ms. Erica Bushior
Mrs. Jennifer Davis
Mr. Mike Delano
Ms. Sara Kelley
Ms. Laura Lybarger
Ms. Sonya Shegogue, Chairperson

Absent: Mr. Aaron Hoffman

Also Present (via Zoom, except as noted):
Mr. Steven Moccio, Superintendent of Schools (in-person)
Mr. Dean Fortin, Director of Information Technology (in-person)
Ms. Kathie Gabrielson, Director of Pupil Services (in-person)
Mr. Timothy Kinel, Assistant Principal, Stafford High School
Ms. Diane Peters, Business Manager (in-person)
Ms. Jennifer Russell, Supervisor of Pupil Services (in-person)
Ms. Michele Staczek, Head Nurse
Ms. Sara Varga, Assistant Principal, Stafford Elementary School

The meeting agenda and copies of all Board meeting materials were posted on the district's website (www.stafford.k12.ct.us) prior to the meeting, in accordance with the requirements for electronic meetings. Audience members were able to participate by phone utilizing the phone number provided on the meeting agenda. The recording of this meeting is available on the district website.

Item I. Call to Order- Establishment of Quorum

The meeting was called to order at 6:36 p.m.

Item II. Pledge of Allegiance

Ms. Shegogue led the Board in the Pledge of Allegiance.

Item III. Secretary's Report- Approval of Minutes

- A. Regular Meeting, 06/06/2022
- B. Special Meeting, 06/06/2022

Ms. Lybarger made a motion, seconded by Ms. Kelley, that the Board of Education approve the minutes from the regular meeting and the special meeting held on Monday, June 6, 2022. Ms. Bushior, Mrs. Davis, Mr. Delano, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Item IV. Consent Agenda

- A. 2021-2022 Bills and Grants, 06/02/2022, \$266,725.13
- B. 2021-2022 Bills and Grants, 06/10/2022, \$31,413.07
- C. Obsolete Equipment – Stafford Middle School
- D. Resignations – Certified Staff Members

Ms. Kelley requested clarification regarding the Chromebook purchase.

Ms. Lybarger asked for clarification regarding the disposition of the obsolete books.

Ms. Kelley made a motion, seconded by Mrs. Davis, that the Board approve the consent agenda, as presented. Ms. Bushior, Mrs. Davis, Mr. Delano, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Item V. Correspondence

A. Board Meeting Reminder

Ms. Shegogue read the following reminder: the next regularly scheduled Board of Education meeting will be held on Monday, July 18, 2022, at 6:30 p.m., at Stafford Elementary School.

Ms. Shegogue shared the thank you cards that were sent to the Board of Education by Mrs. Adrian DePellegrini, the district's Teacher of the Year; and retirees Ms. Mary Ellen Eaton, and Ms. Eileen LaValle.

Item VI. Board Reports

There were no Board Reports.

Item VII. Superintendent's Reports

A. Financial Report, July 1, 2021, through May 31, 2022

Mrs. Peters thanked the district for the opportunity to work for the Stafford Public Schools. Mrs. Peters shared that the total budget for the 2021-2022 school year is \$29,086,760.86. She indicated in the attached memorandum, the expenses year to date total, \$24,090,619.25, or 82.82% of the total budget. The projected remaining balance is (\$272,780.39), largely due to increased special education costs and unanticipated repairs in the various schools. Mr. Moccio and Mrs. Peters attended the Board of Finance meeting and requested the Excess Cost grant money received by the town from the Connecticut State Department of Education for the 2021-2022 school year be transferred to the Board of Education budget to cover the additional expense. Mrs. Peters stated that following the transfer of Excess Cost grant money to the Board of Education, should the projections be accurate, the end of year balance would be \$16,329.16.

B. Update Regarding COVID-19 Cases and the Learning Plan for 2022 – 2023

Mr. Moccio shared the final number of COVID-19 cases for the 2021 – 2022 school year, which was 677. He then discussed the *Safe Return to In-Person Instruction and Continuity of Services Plan* for the 2022-2023 school year. He highlighted that the major change was that there is no distance learning option. He then invited the community to attend the presentation of the plan, which will be held via zoom.

Mr. Delano asked if schools would be returning back to prepandemic operations. Mr. Moccio clarified that they would, without restrictions, and there are no changes, with the exception of masks being optional for those who feel comfortable wearing them.

C. Presentation of the Special Education Practices and Procedures Manual

Ms. Kathie Gabrielson, Director of Pupil Services, presented the Special Education Practices and Procedures Manual. She explained that the manual is a “living document”, filled with hyperlinks to resources and will continue to be revised as needed. She then discussed the index of items within the manual. A copy of this manual can be found on the district website. Ms. Jennifer Russell, Supervisor of Pupil Services, discussed the “gifted and talented” manual.

Mrs. Davis asked for clarification regarding the homelessness definition.

Ms. Lybarger asked a question regarding the gifted and talented referrals.

Ms. Kelley asked if the staff has reviewed this manual yet. Ms. Gabrielson confirmed they have not but they will at the start of the school year.

Ms. Lybarger thanked Ms. Gabrielson and Ms. Russell for putting the manual together for the district.

Item VIII. Public Forum

There were no questions or comments.

Item IX. Old Business

There was no old business.

Item X. New Business

A. Review and Possible Approval of Trip to Italy, April 2023

Ms. Lybarger asked a question regarding fundraising for the trip for families who cannot afford the trip. Mr. Kinel answered that there are opportunities for fundraising.

Mrs. Davis made a motion, seconded by Ms. Kelley, that the Board of Education approve the Stafford High School trip to Italy from April 6, 2023, through April 14, 2023, as presented. Ms. Bushior, Mrs. Davis, Mr. Delano, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Mrs. Davis made a motion, seconded by Ms. Bushior, to place item XI. A.- Superintendent’s Evaluation (Executive Session Anticipated), into executive session. Ms. Bushior, Mrs. Davis, Mr. Delano, Ms. Lybarger, and Ms. Kelley voted for the motion, which carried.

Ms. Shegogue stated that the Board would be adjourning the meeting to enter a work session for the purpose of completing the Superintendent’s Evaluation. She said that no action would be taken until the next regularly scheduled meeting on July 18, 2022.

Item XI. Personnel Matters

A. Superintendent's Evaluation (Executive Session Anticipated)

No action was taken.

Item XII. Student Matters

There were no student matters

Item XIII. Adjournment

Mrs. Davis made a motion, seconded by Ms. Kelley, to adjourn the meeting. Ms. Bushior, Mrs. Davis, Mr. Delano, Ms. Kelley, and Ms. Lybarger voted for the motion, which carried. The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Christine C. Marinelli / Sara Sarwar, Recording Secretaries

Sonya Shegogue, Chairperson

Laura Lybarger, Secretary