

The minutes presented within this document are a summary of the discussion that took place at the Board of Education meeting. To view the meeting in its entirety and hear full reports please click on the following link [April 1, 2020 Board of Education Meeting](#)

BRISTOL BOARD OF EDUCATION
April 1, 2020 – Regular Meeting
Board of Education Auditorium – 7:00 P.M.
AGENDA

The regular meeting of the Bristol Board of Education was held on Wednesday, April 1, 2020, at 7:00 p.m., via the Cisco WebEx Meeting Platform.

PRESENT: Commissioners: Eric Carlson, Jennifer Dube, Kristen Giantonio, Thomas O’Brien, Shelby Pons, John Sklenka, Karen Vibert, Allison Wadowski and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, Dr. Sam Galloway, Director of Human Resources, Jill Browne, Business Director, and Peter Kelley, Council Liaison

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Chair Jennifer Dube called the meeting to order at 7:10 p.m. and asked the audience to recite the Pledge of Allegiance. An American Flag was displayed on screen shared by Dr. Carbone.

Chair Jennifer Dube read the meeting norms.

STAFF AND STUDENT RECOGNITION - Dr. Carbone shared the following Staff and Student Recognitions.

Jaime Rechenberg – Jason Learning Phase II Science Plans

Dr. Rechenberg a Secondary STEM Supervisor has created the Phase II Science Plans for the district and Jason Learning, a nationally recognized STEM website for science leaders has reached out to ask if they can put the BPS science plans on their website and use them as open source materials.

Lorrin Jackson - BCHS - March Madness Scholarship Challenge

Lorrin Jackson a senior AVID student at Bristol Central High School has completed 36 scholarship applications as part of the March Madness Scholarship Challenge. Lorrin joined the meeting to talk briefly about participating in the challenge. She had completed applications prior to the challenge, but completed 36 Scholarship applications during the month of March. Lorrin shared that her top schools are UCONN, Marist and Lewis Williams.

National Paraeducator Day

April 1st is National Paraeducator Day. Dr. Carbone thanked all of the district paraeducators for their work in helping our students succeed in the classroom.

Food Services

Dr. Carbone wanted to recognize the Food Services Department for the work they have done in getting food to our students. Since closing schools on March 12th, 32,288 breakfasts and lunches have been distributed.

APPROVAL OF MINUTES

March 4, 2020 - Regular Meeting Minutes

Approval of the March 4, 2020, Regular Meeting Minutes as written PASSED on a motion by Kristen Giantonio and a second by Eric Carlson.

March 25, 2020, Special Meeting Minutes

Approval of the March 25, 2020, Special Meeting Minutes as written PASSED on a motion by Kristen Giantonio and a second by Eric Carlson.

COMMITTEE REPORTS

Finance – Commissioner Vibert ask that Mrs. Browne present this month’s Finance Committee Report. Mrs. Browne reported that the district snapshot shared at the March 11, 2020 Finance meeting was taken on March 9, 2020, to give the most up-to-date information with regards to the current year budget.

Currently, the Instruction portion of the budget has \$662K in available funds to assist in mitigating the current \$853K deficit in Special Education. In pulling reports today, the Special Education outlook has improved by nearly \$200K. There is still a General Fund freeze on spending which has continued through February and into March to assist in this effort as well. Year-to-date, the district has collected approximately \$190K in rental, tuition and Medicaid revenues and the first installment of Special Education Excess Cost Grant was received in the amount of \$1,726,006. That was considerable less than our first installment last year, due to new regulations put in place this year, requiring districts to have a contract with every outplacement facility. At the time of our data upload we were waiting on 40 out of our 158 contracts. They have all been received and reported to the State and we have been told that they should be included in your final payment. Regarding budget development for the 2020-21 school year, the Board received updated health insurance and worker’s compensation figures from the City Comptroller’s Office. The updated figures required an additional \$873K be added to the health insurance budget and an additional \$375K be added to the worker’s compensation budget. At the same time, we were able to update the certified staff salary line with estimated savings due to retirement announcements tracked since the time of original budget development (\$195,782K); and also update the diesel fuel adjustment for transportation after receiving a favorable bid of \$1.82/gal, down from \$2.04/gal (\$28,684). This resulted in a new budget recommendation yielding a 5.87% increase, or \$121,797,183. The Finance Committee forwarded this to the full Board, which in a special meeting on March 25, 2020, approved this updated budget figure. In regards to the Cafeteria, Mrs. Browne reported it continues to operate at or below budget with another full month of food service in February. Our YTD snapshot as of February 29, 2020, shows a positive budget balance of \$23,696.

CHAIR REPORT

Chair Jennifer Dube shared a report that praised the work of the administration, teachers and parents of the district for their work, their ability to adjust and their generosity throughout the pandemic.

SUPERINTENDENT REPORT

Dr. Carbone provided a PowerPoint presentation on a shared screen which included community happenings, student news, teacher/parent updates, detailed information regarding the Food Distribution Plan, Chromebook Distribution, the All Heart Hotline and Technology Assistance for families. Dr. Carbone also shared the release schedule and descriptions of the district’s Continuation of Learning Plans (Phase I, II and III).

Phase I—Basic Necessities and Access to Technology - March 13-March 27

Phase II—Access to Digital Learning - March 30-April 20

Phase III—Asynchronous Classroom Learning - April 20 - TBD

CONSENT AGENDA

Following a motion by Kristen Giantonio and a second by Karen Vibert a roll call vote was called.

Approval of the Consent Agenda **PASSED** following a Roll Call Vote of nine (9) Commissioners (Carlson, Giantonio, O’Brien, Pons, Sklenka, Vibert, Wadowski, Wilson, and Dube) voting Yes.

PERSONNEL

Teacher Retirement

Carpentino, Tammy – BCHS – Special Education Teacher – Effective June 30, 2020

Teacher Retirement **PASSED** following a Roll Call Vote of nine (9) Commissioners (Carlson, Giantonio, O’Brien, Pons, Sklenka, Vibert Wadowski, Wilson and Dube) voting Yes.

New Teacher Hire

Doherty, Julia – BEHS – Computer & Tech Ed Teacher – Effective April 6, 2020

New Teacher Hire **PASSED** following a Roll Call Vote of nine (9) Commissioners (Carlson, Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski, Wilson and Dube) voting Yes.

PUBLIC COMMENT

Barbara Lozier – 205 Summer Street – Submitted a public comment via email regarding Bristol Eastern Wrestling. Chair Jennifer Dube read the letter into the record.

DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

Enrollment Study Update

Commissioners were provided a copy of the Milone and MacBroom Enrollment Report prior to the meeting, and Dr. Carbone was sharing the document on the screen. Rebecca Auger, Principal Planner for Milone & MacBroom was in attendance to present the Enrollment Study Update. The update covered the following topics: Projections Performance, Demographic Profile, Housing and Economic Trends, Birth Trends and Projections and Enrollment Trends and Projections.

Following the presentation Commissioner Giantonio asked if commissioners could have time to compile questions and get them back to Milone & MacBroom to answer at a later time.

End of Year Closing Date

Dr. Carbone presented the End of Year Closing Date. Traditionally the closing date of school has been set at the April Board of Education meeting, based on the summary of closings and the completion of 181 school days. The summary of closing information to date for the 2019-2020 school year is as follows:

School Closed: 12/2, 12/3, 12/17, 6/2;

Late Openings: 11/1, 11/19, 12/11, 12/18;

Early Dismissals: None.

Based on this information, the closing date for K-5, K-8, middle, and high schools will be scheduled at the end of the school session on Thursday, June 18, 2020. This date will be subject to change in the event additional emergency closing days are required in the interim to the end of the school year. Dr. Carbone read the motion: *We recommend following completion of the 181st day of school. The closing date for K-5, K-8, middle, and high schools be scheduled at the end of the school session on Thursday, June 18, 2020. This date will be subject to change in the event additional emergency closing days are required in the interim to the end of the school year.*

Following a motion by Thomas O'Brien and a second by John Sklenka a roll call vote was called.

End of Year Closing Date **PASSED** following a Roll Call Vote of eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Sklenka, Vibert, Wadowski and Dube) voting Yes; and One (1) Commissioner (Wilson) voting No.

NEW BUSINESS

There was no New Business to come before the Board.

BUILDING REPORTS

MBIAMS Update – Dr. Dieter gave a Memorial Boulevard Intradistrict Magnet School Update. Highlights of his report included:

- Successful PCR meeting with OSCGR (Office of School Construction and Grant Review) for Phase 1, approved to go out to bid;

- Pre-bid walk through is scheduled for 4/2/20; (walk through will be five at a time; instructions will be given on how to sign up for the walkthrough);
- Phase 1 went out to bid and bids are due on 4/14/2020 - Bids are due via the online format;
- Firm of Benesch to give a brief explanation of their role in the monitoring of the discharge of storm water from construction activities, a DEEP requirement;
- The base bid of \$31,600 is on an estimate of 72 weeks of construction and can be more or less depending on the rainfall (description of work is on file in the Facilities Office at the Board of Education Central Office);
- Finish Boards were reviewed by Angela Cahill from QA&M;
- The boards will be on display at the Board of Education Central Office – in the hallway upon entry in the rear of the building beginning Thursday, April 2, 2020 after 11:00 a.m.
- The vote on the finish boards will be during April’s meeting – this gives committee members time to view the boards at the BOE;
- Builders Risk Insurance went out to bid and received three back – based on the bids, Great American (via HD Segur) was the low bid with \$99,890
- Great American proposed an additional component of coverage for Faulty Workmanship (known in insurance terms as “LEG3 coverage”) in the amount of \$9,520
- The expenditure report is on file in the Facilities Office at the BOE central office
- \$1,576,857 has been spent
- \$424,423.01 has been received to date from the state
- Planned public forum had to be rescheduled; members of the public are encouraged to reach out to the committee.

INFORMATION/LIAISON REPORTS

There were no Information/Liaison Reports given.

ADJOURNMENT

There being no other business to come before the board, and on

A motion by Eric Carlson, and a second by John Sklenka, the Board of Education meeting was adjourned. (8:23 p.m.)

Respectfully Submitted

Susan P. Everett

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Executive Secretary to Board of Education