

Bethel Board of Education Special Meeting

Thursday, August 24, 2023 7:00 PM

Board of Education Conference Room E, Live Stream:

<http://devos2.bethel.k12.ct.us/show?video=763ff4de0370> Materials can be viewed at: <https://meetings.boardbook.org/Public/Organization/2425> The opportunity for members of the public wishing to make comments can attend and comment in-person or may send public comments to the Board via email or letter and it will be included as part of the record of the meeting., 1 School Street, PO Box 253, Bethel, CT 06801

1. Call to Order	Speaker(s): Policy 9326
1.A. Roll Call for Quorum	
1.B. Pledge of Allegiance	
2. Board Recognition/A Salute to Excellence	
2.A. Gifts, Grants, & Bequests	
3. Consent Calendar	Speaker(s): Policy 9326
3.A. Approval of Minutes	
3.A.1. June 15, 2023 - Regular Meeting	
3.A.2. June 19, 2023 - Special Meeting	
3.A.3. July 18, 2023 - Special Meeting	
3.A.4. August 5, 2023 - Special Meeting	
3.B. Approval of CABE Board Leadership Application	
4. Correspondence	Speaker(s): Policy 9326
5. Public Comment	Speaker(s): Policy 9326
(Please note: The Board welcomes Public Comment and asks that speakers please limit their comments to 2 minutes. Speakers may offer objective comments of school operations and programs that concern them. The Board will not permit any expression of personal complaints or defamatory comments about Board of Education personnel and students, nor against any person connected with the Bethel Public School System.)	
6. Administrative/Board Member Update	Speaker(s): Policy 9326
6.A. Board Chairperson Update	
6.B. Administrative Update	
6.B.1. Change in the Kindergarten Mandatory Attendance - Options for the 2024-2025 School Year.	
7. Reports to the Board	
7.A. Resource Management & Business Operations	

7.A.1. Personnel

7.A.1.a. New Hires and Resignations 2023-2024

7.A.2. Finance

7.A.2.a. Transportation Update

7.A.2.b. Bid Waiver - Copier Lease

7.A.2.c. Budget Transfers

7.A.2.d. Budget Update

7.A.3. Facilities

Speaker(s): Policy
3132

7.A.3.a. Opening Update

8. Recommended Executive Session

8.A. CT General Statutes 1-210(b)(9) Personnel -
Negotiations

8.A.1. Bethel Education Association

8.A.2. Bethel Administrators' Association

9. Adjourn

Minutes of the Board of Education Resource Management & Business Operations Committee Meeting held on Thursday, June 15, 2023, in Board of Education Conference Room E, 1 School Street, Bethel, CT 06801.

Attendance: None.

Administrative Attendance: C. Carver, J. Variale

S. Clayton, Vice Chair, called the meeting to order at 6:30 PM.

Board Members Attendance:

Mr. Scott Clayton: Present
Mr. Bill Foster: Absent
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: Absent
Mr. Daniel Nostin: Present
Ms. Melanie O'Brien: Present, arrived 6:33 pm

1. Food Service Management Company Contract Renewal

Mrs. Variale reviewed the Food Service Management Company Contract Renewal. The 5-year contract requires Board renewal approval each year of the contract.

Motion to authorize Jennifer Variale, Director of Finance & Business Operations, to finalize all paperwork with the CSDE and sign a CSDE approved extension of contract with FSMC Sodexo for the year 2023-2024. Passed with a motion by Mrs. Jen Larsen and a second by Mr. Daniel Nostin.

Mr. Scott Clayton: Yea
Mrs. Jen Larsen: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

2. Financial Update

Mrs. Variale updated the committee on the year-end financial status. There is a risk of needing to use funds from the unexpended funds account.

3. New Business

None.

4. Public Comment

None.

5. Adjourn

Move to adjourn at 6:36 PM. Passed with a motion by Mr. Scott Clayton and a second by Mrs. Jen Larsen.

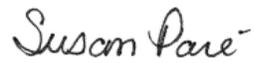
Mr. Scott Clayton: Yea

Mrs. Jen Larsen: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Respectfully submitted,



Susan Pare

Board Recorder

Minutes of the Bethel Board of Education Regular Meeting held on Thursday, June 15, 2023, in Board of Education Conference Room E, 1 School Street, Bethel, CT 06801.

Attendance: None.

Administrative Attendance: C. Carver, J. Variale, M. Rutledge

M. O'Brien, Chair, called the meeting to order at 7:00 PM.

Board Members Present:

Mr. Scott Clayton: Present
Mrs. Kara DiBartolo: Present
Mr. Bill Foster: Absent
Mrs. Jen Larsen: Present
Mrs. Courtney Martin: Present
Mr. Daniel Nostin: Present
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Absent
Mrs. Jennifer Ackerman: Present, arrived 7:03 PM

1. Call to Order

- 1.A. Roll Call for Quorum
- 1.B. Pledge of Allegiance

2. Board Recognition/A Salute to Excellence

Dr. Carver commended BHS and BMS on their graduation and moving-up ceremonies. They were very memorable and very well done.

- Congratulations to both Bethel Middle Schools students Lily Friedland and Avini Shah for being awarded the Connecticut Association of Schools Scholar Leader Awards.
- Disha Lal and Dev Lal, Grade 6, BMS, recently participated in the Lt. Governor's Computing Challenge 2023 and out of the 25,000 submissions, theirs was one of the 25 selected for recognition! The students were invited to attend the award ceremony on 6/9 in Hartford where Connecticut's Lt. Governor, Susan Bysiewicz, and Chief Marketing Officer, Paul Lavoie, and other Leaders presented certificates of recognition to all of the 25.
- Toshan Bhattacharya, Grade 8, BMS, won three more awards over the weekend. The CT Science Center Award Innovation in Open Source Award by Red Hat and the NBC and Comcast - Connecting You Award

2.A. Gifts, Grants, & Bequests

None.

3. BOARD REPORTS - PROGRESS TOWARDS DISTRICT INITIATIVES

None.

4. Consent Calendar

4.A. Approval of Minutes

4.A.1. May 24, 2023 - Regular Meeting

Move to approve the minutes of May 24, 2023 - Special Meeting. Passed with a motion by Mr. Daniel Nostin and a second by Mrs. Jen Larsen.

Mrs. Jennifer Ackerman:	Abstain
Mr. Scott Clayton:	Abstain
Mrs. Courtney Martin:	Abstain
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

4.A.2. June 5, 2023 - Special Meeting

Move to approve the minutes of June 5, 2023 - Special Meeting Passed with a motion by Mrs. Courtney Martin and a second by Mr. Scott Clayton.

Mrs. Jennifer Ackerman:	Abstain
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

5. Correspondence

None.

6. Public Comment

None.

7. Administrative/Board Member Update

7.A. Board Chairperson Update

Ms. O'Brien also complimented both BHS and BMS on their graduation and moving-up ceremonies. She spoke about the district dashboard enrollment numbers and would like the offenses broken out. Ms. O'Brien spoke about the agenda for the Board's August meeting. Board goals 2023/24, parent engagement, Strategic Plan, and Board meetings.

7.B. Administrative Update

Dr. Carver informed the Board about the after-action meeting with Police Chief and Patrol Sergeant regarding recommendations and how the information will be used during the administrative retreat, specifically the reunification plan. Bethel will be contracting with EdAdvance as part of a collaborative of area districts for SPED transportation. Dr. Carver reviewed some of the many legislative changes reviewed at CAFE's Legislative Update meeting. Dr. Carver reviewed current enrollment concerns, kindergarten currently has 179 with another 20 in the enrollment process and due to grade 4 enrollment will need another grade 4 teacher. 234 are currently in grade 3 and another 10 are currently in the enrollment process. The administration is keeping an eye on enrollment.

7.B.1. 2022-2023 BOE District Data Sheet

Dr. Carver shared the district data sheet with the Board.

8. Reports to the Board

8.A. Curriculum, Assessment, & Professional Practices

8.A.1. K-5 Reading Program Adoption- My View

Motion to approve the K-5 reading program, My View. Passed with a motion by Mrs. Jennifer Ackerman and a second by Mrs. Courtney Martin.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

8.B. Policy

8.B.1. Regulation 5141.11 - School Bus Accidents

Move to table discussion on Regulation 5141.11 - School Bus Accidents to the August meeting.

Passed with a motion by Mr. Scott Clayton and a second by Mrs. Jen Larsen.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

8.C. Resource Management & Business Operations

8.C.1. Personnel

8.C.1.a. Substitute Teacher Rate

Motion to approve, effective June 1, 2023, the new Daily Substitute Teacher rate at \$100 per day and the Building Substitute Teacher Rate is \$110.00. Passed with a motion by Mrs. Courtney Martin and a second by Ms. Melanie O'Brien.

Mr. Scott Clayton:	Abstain
Mrs. Jennifer Ackerman:	Yea
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

8.C.2. Finance

8.C.2.a. Food Service Management Company Contract Renewal

Motion to authorize Jennifer Variale, Director of Finance & Business Operations, to finalize all paperwork with the CSDE and sign a CSDE approved extension of contract with FSMC Sodexo for the year 2023-2024. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

8.C.2.b. Financial Update

Mrs. Variale updated the Board on the year-end financial status. They are working to close the books. Watching everything very closely. There is a risk of needing to use funds from the unexpended funds account.

9. Recommended Executive Session

9.A. CT General Statutes 1-210(b)(9) Personnel - Negotiations

- Bethel BOE Food Service Employees Union
- Bethel Association of Educational Secretaries
- Non-Union Salaries

- **Board Members Present:**
- Mr. Scott Clayton: Present
- Mrs. Kara DiBartolo: Present
- Mr. Bill Foster: Absent
- Mrs. Jen Larsen: Present
- Mrs. Courtney Martin: Present
- Mr. Daniel Nostin: Present
- Ms. Melanie O'Brien: Present
- Mrs. Cathy Schaefer: Absent
- Mrs. Jennifer Ackerman: Present

Administrative Attendance: C. Carver, J. Variale (~~left for 3rd item~~)

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Move into Executive Session at 7:46 PM. Inviting Mrs. Variale in for the first item. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

Move to come out of Executive Session at 8:11 PM. Passed with a motion by Mr. Scott Clayton and a second by Mrs. Courtney Martin.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

Move to approve the memorandum of agreement with the Bethel BOE Food Service Employees Union. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

Move to approve the Tentative Agreement for Bethel Association of Educational Secretaries. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Scott Clayton.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

Move to approve Non-Union Salaries recommendations made by the Superintendent for the 2023-2024 school year. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Kara DiBartolo.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea
Ms. Melanie O'Brien: Yea

10. Adjourn

Move to adjourn at 8:13 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mrs. Kara DiBartolo: Yea
Mrs. Jen Larsen: Yea
Mrs. Courtney Martin: Yea
Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Respectfully submitted,

Susan Pare

Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting - Superintendent's Evaluation - Part II held on Monday, June 19, 2023, in Board of Education Conference Room E 1 School Street, Bethel, CT 06801.

Administrative Attendance: C. Carver invited in at 6:46 PM

M. O'Brien, Chairman, called the meeting to order at 5:32 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: *Absent*

Mr. Scott Clayton: *Absent*

Mrs. Kara DiBartolo: Present

Mr. Bill Foster: Present

Mrs. Jen Larsen: Present

Mrs. Courtney Martin: Present

Mr. Daniel Nostin: Present

Ms. Melanie O'Brien: Present

Mrs. Cathy Schaefer: *Absent*

1. Call to Order

1.A. Roll Call for Quorum

1.B. Pledge of Allegiance

2. Recommended Executive Session

2.A. CT General Statutes 1-200(6)(A)- Superintendent's Evaluation - Part II

Move to enter into Executive Session at 5:33 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mrs. Courtney Martin: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Move to come out of Executive Session at 7:19 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Daniel Nostin.

Mrs. Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mrs. Courtney Martin: Yea

Mr. Daniel Nostin: Yea

Ms. Melanie O'Brien: Yea

Move to approve increase for Superintendent of Schools, Director of Finance & Business Operations, and Executive Assist. to Superintendent of Schools as presented. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Kara DiBartolo.

Mrs. Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

3. Adjourn

Move to adjourn at 7:21 PM. Passed with a motion by Mr. Daniel Nostin and a second by Mr. Bill Foster.

Mrs. Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Mr. Daniel Nostin:	Yea
Ms. Melanie O'Brien:	Yea

Respectfully submitted,



Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting held on Tuesday, July 18, 2023, in Board of Education Conference Room E, 1 School Street, Bethel, CT 06801.

Attendance: Michele Walsh

Administrative Attendance: K. Brooks, M. Rutledge, A. Salerno

M. O'Brien, Chair, called the meeting to order at 6:32 PM.

Board Members Attendance:

Mrs. Jennifer Ackerman: Present
Mr. Scott Clayton: Present, arrived at 6:40 PM
Mrs. Kara DiBartolo: Absent
Mr. Bill Foster: Present
Mrs. Jen Larsen: Absent
Mrs. Courtney Martin: Present
Mr. Daniel Nostin: Absent
Ms. Melanie O'Brien: Present
Mrs. Cathy Schaefer: Present

1. Call to Order

- 1.A. Roll Call for Quorum**
- 1.B. Pledge of Allegiance**

2. Personnel

- 2.A. Assistant Principal, Ralph M. T. Johnson School - Appointment**

Move to approve the appointment of Michele Walsh as Assistant Principal of Ralph M. T. Johnson School. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Courtney Martin.

Mrs. Jennifer Ackerman: Yea
Mr. Scott Clayton: Yea
Mr. Bill Foster: Yea
Mrs. Courtney Martin: Yea
Ms. Melanie O'Brien: Yea
Mrs. Cathy Schaefer: Yea

The Johnson School Committee recommended a finalist for the position of Assistant Principal at Johnson School. The committee consisted of district & building-level administrators, instructional leaders, staff, and parents. 11 candidates were interviewed through three rounds

of interviews. The administration recommended Michele Walsh as the final candidate. Mrs. Walsh's colleagues and supervisors overwhelmingly indicated that she is an exceptional leader.

3. Adjourn

Move to adjourn at 6:53 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Courtney Martin.

Mrs. Jennifer Ackerman: Yea

Mr. Scott Clayton: Yea

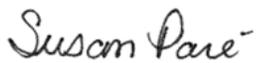
Mr. Bill Foster: Yea

Mrs. Courtney Martin: Yea

Ms. Melanie O'Brien: Yea

Mrs. Cathy Schaefer: Yea

Respectfully submitted,



Susan Pare
Board Recorder

Minutes of the Bethel Board of Education Special Meeting - RETREAT held on Saturday, August 5, 2023, in Board of Education Conference Room E, 1 School Street, Bethel, CT 06801.

Attendance: None.

Administrative Attendance: C. Carver, K. Brooks

M. O'Brien, Chair, called the meeting to order at 9:00 AM.

Board Members Attendance:

Mrs. Jennifer Ackerman

Mr. Scott Clayton

Mrs. Kara DiBartolo

Mr. Bill Foster

Mrs. Jen Larsen

Mrs. Courtney Martin

Ms. Melanie O'Brien

Mr. Daniel Nostin, *Absent*

Mrs. Cathy Schaefer, *Absent*

1. Call to Order

A. Roll Call for Quorum

B. Pledge of Allegiance

2. Board Goals 2023-2024

Move to approve the Board of Education Goals for 2023-2024 which include Classroom Instruction, Emotional Intelligence, Community and Collective Purpose, and Civility and Inclusion. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Bill Foster.

Mrs. Jennifer Ackerman: Yea

Mr. Scott Clayton: Yea

Mrs. Kara DiBartolo: Yea

Mr. Bill Foster: Yea

Mrs. Jen Larsen: Yea

Mrs. Courtney Martin: Yea

Ms. Melanie O'Brien: Yea

3. Engagement for Student Success

The Board discussed Board Goal #3 - **Community and Collective Purpose**. The Board discussed the many types of events, messaging, and groups providing interactions with parents. The Board discussed focusing on a theme for a district message. Discussed the message for this year being about literacy and ways to provide information in simple language

for understanding and engaging the ELL families. It was noted that the new reading program also includes opportunities to engage parents using the home-school connection.

The Community Outreach Committee will meet in September to review the teacher feedback survey. Board members are asked to send ideas/topics for communication to the committee chair.

4. Future Topics for Board of Education

The Board discussed future topics for the Board. The Board would like information on the Pathways program, Science of Reading, School Improvement Plans, Social-Emotional Update/DESSA, teacher evaluation changes, SRBI Process and how student progress is given to parents, Pay-to-Play, and Dues for student activities. At the October meeting, the Administration will provide information for BHS dues, BHS sports, intramural sports, etc. This will allow the Board time to discuss and be prepared for the budget process in January. The Board would also like data on who is participating in all the activities and does it reflect the district's demographics.

5. Policy Reflection & Review

Ms. O'Brien, Chair, spoke to the Board about the change in provider for monitoring student accounts to Lightspeed. Dr. Carver spoke to the Board about policies that need to be reviewed for technology, instructional use, student-responsible use, BYOT, and other technology resources.

6. Recording of Board Meetings

Ms. O'Brien, Chair, spoke to the Board about live-streaming Board meetings and the need to have a policy in place to do so. It was the consensus of the Board to pursue live-streaming for Board & Committee meetings. This item was referred to the Policy Committee.

7. Superintendent Evaluation Format

The Board discussed the evaluation format. Discussed the format needing some individualization each year based on the Board's focus, school improvement plans, etc. It was the consensus of the Board that Board members will include comments and the format to move to a summary at the end as met, didn't meet, or progressing as an overall goal.

8. Recommended Executive Session - CT General Statutes 1-200(6)

A. Interpersonal Board Relationships

Move to enter into Executive Session at 11:25 AM. Passed with a motion by Ms. Melanie O'Brien and a second by Mrs. Kara DiBartolo.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea

Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Move to come out of Executive Session at 12:05 PM. Passed with a motion by Mr. Scott Clayton and a second by Mr. Bill Foster.

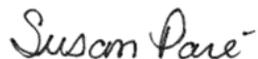
Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

9. Adjourn

Move to adjourn at 12:07 PM. Passed with a motion by Ms. Melanie O'Brien and a second by Mr. Scott Clayton.

Mrs. Jennifer Ackerman:	Yea
Mr. Scott Clayton:	Yea
Mrs. Kara DiBartolo:	Yea
Mr. Bill Foster:	Yea
Mrs. Jen Larsen:	Yea
Mrs. Courtney Martin:	Yea
Ms. Melanie O'Brien:	Yea

Respectfully submitted,



Susan Pare

Board Recorder



CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

CABE believes that Boards of Education and Superintendents which exhibit the most effective leadership are characterized by their ability to work together as “teams.” The **CABE Board Recognition Awards** are designed to recognize Boards which work effectively in this manner. Boards which fulfill 22 of the following 34 Level One criteria, including a minimum of three in each area, will earn the Level One **CABE Board Leadership Award**.

In order to appropriately recognize those Boards which are truly exemplary, CABE has now established a second level of awards, the **Board of Distinction Award**. Only Boards which have achieved Level One distinction at least twice in the prior four years are eligible to receive the **Board of Distinction Award**.

Please respond to the criteria requested on this form and send your information, with supporting data, to CABE when you believe your Board has earned a Leadership Award or a Board of Distinction Award. If you have any questions, need further information, or require help in satisfying any of the criteria, please contact us for assistance.

Deadline for submission is: **Friday, October 6, 2023**

REQUIRED CRITERIA

1. Board Leadership/Student Achievement

Level One (minimum of three)

- A. The Board has developed district goals for this year. *(provide copy of goals)*
- B. The Board has conducted a self-evaluation and developed a plan for improvement in the past 12 months. *(provide copy of plan or descriptive narrative)*
- C. The Board has conducted a superintendent evaluation in past 12 months.
- D. The Board monitors its performance against a Board of Education code of conduct. *(provide copy of code)*
- E. The Board has conducted meetings pursuant to Board policy.
- F. The Board has established a calendar to ensure all responsibilities are conducted in timely manner. *(provide copy of meeting calendar)*
- G. The Board ensures that student voice is part of its decision-making process. *(provide bylaws that allow for student voice)*
- H. The Board models civil discourse while conducting Board business. *(provide examples)*
- I. The Board conducts orientation for new Board members. *(provide agenda or bylaws)*

Level Two (minimum of three)

- A. The Board of Education works to improve student achievement. *(provide description)*
- B. The Board relates the mission statement and goals to agenda items. *(provide examples)*

- C. The Board supports the appropriate use of technology in educational programming. *(provide examples)*
- D. The Board uses data to make informed decisions regarding student achievement. *(provide examples)*
- E. The Board addresses issues of diversity, equity, and inclusion. *(provide examples)*

2. Board Member Professional Development

Level One (minimum of three)

- A. A majority of Board members have taken part in workshops or other in-service training during the last year. *(provide list of workshops and/or in-service training)*
- B. The Board provides adequate funds to permit Board members to take part in training. *(provide budget or listing for Board professional development)*
- C. A majority of the Board attended the CABE/CAPSS Convention in the last 12 months. *(provide list of Convention participants)*
- D. A majority of the Board participated in the CABE Board Member Academy in the last 12 months. *(provide list of programs and board members who attended)*
- E. The Board has used a CABE facilitator or other outside group for Board workshop/retreat in last 12 months. *(provide agenda)*
- F. New Board members are provided orientation, including attending CABE New Board Member Orientation. *(provide list of 2022-2023 participants)*



CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

- G. At least one Board member has participated in the CABE Leadership Institute (*provide names of participants*)
- H. The Board has participated in professional development about issues of diversity, equity and inclusion. (*provide a list of workshops and provider*)

Level Two (minimum of two)

- A. The Board has developed district goals and reviews them on a regular basis. (*provide examples*)
- B. At least 2 members of the Board have participated in the CABE Leadership Institute. (*provide names of participants*)
- C. The Board has incorporated Board professional development into policy. (*provide examples*)
- D. The Board holds a retreat outside of a regular meeting with a component offering professional development. (*provide copy of agendas*)

3. Policy

Level One (minimum of three)

- A. The Board has developed and adhered to procedure for policy review. (*provide procedure*)
- B. The Board has a regular process for reviewing policies every three years.
- C. The Board uses CABE or a similar policy update service to ensure that policies remain current.
- D. The Board has adopted all required policies.
- E. The Board has reviewed appropriate policies as law and regulations have changed.
- F. The Board relies on policies as "living documents," by referring to them at Board meetings or in Board agendas.
- G. The Board provides the district policy manual in a searchable online version. (*provide URL*)
- H. The Board has a Code of Ethics. (*provide Code of Ethics*)

Level Two (minimum of three)

- A. The Board relates applicable agenda items to appropriate policies. (*provide sample agendas that show this practice*)
- B. Policy discussions are a regular part of Board meetings. (*provide agendas where this takes place*)
- C. The Board has adopted a policy addressing diversity equity, and inclusion. (*provide policy*)
- D. The Board has adopted a policy on civility. (*provide policy*)

4. Community Relations

Level One (minimum of three)

- A. The Board has clear, written policies on Community-Board Relations. (*provide copy*)

- B. The Board provides opportunities for appropriate participation at meetings by members of the community. (*provide copies of two recent agendas*)
- C. The Board seeks active community involvement with the schools. (*provide examples*)
- D. The Board demonstrates cooperation with news media. (*describe*)
- E. The Board promotes the school system to the public. (*provide copies of information disseminated*)
- F. The Board disseminates information to the public on its decisions in a unified, timely manner. (*provide copy of information provided*)

Level Two (minimum of two)

- A. The Board sponsored a community-wide discussion of issues (courageous conversations, community conversations, CABE Equity Toolkit, etc.) during the past year. (*provide agenda and report the end results of the program*)
- B. The Board has successfully worked with other community leaders. (*provide description and/or supporting documentation*)
- C. The Board works with the community's local cable access channel. (*provide description*)
- D. The Board works with other Boards of Education. (*provide description*)

5. Related Organizational Leadership

Level One (minimum of three)

- A. A Board member serves on the CABE Board of Directors. (*provide name*)
- B. One or more Board members are active participants in the Convention Committee, CABE Government Relations Committee, Resolutions Committee or Federal Relations Network. (*provide name(s)*)
- C. One or more Board members actively serve on a RESC Board. (*provide name(s) and RESC*)
- D. One or more Board members participated in the NSBA Convention, CUBE or other NSBA-sponsored activity in the last 12 months. (*provide name(s)*)
- E. One or more Board members have participated in the CABE Delegate Assembly or Day-on-the-Hill in last 12 months. (*provide name(s)*)
- F. The Board has submitted a resolution to CABE for consideration by the CABE Delegate Assembly in last two years. (*provide resolution(s)*)
- G. The Board ensures that all collective bargaining agreements and the superintendent's contract are sent in a timely manner to CABE's Negotiations Service. (*provide date information sent*)



CABE Board Recognition Awards

Board of Distinction Award (Level Two)

To be eligible for the Board of Distinction Award, a motion must be made at a board meeting to approve the application. If the majority votes in favor, the Board Chair and Superintendent should sign below (*please attach minutes*).

_____	_____
Board Chair	Date
_____	_____
Superintendent	Date





Board of Education, Bethel <boe@bethel.k12.ct.us>

Recent change in age for CT school entry

Dennis [REDACTED]

Wed, Aug 16, 2023 at 7:31 PM

To: boe@bethel.k12.ct.us

Cc: Molly [REDACTED]

Hi Bethel BoE,

My wife and I are writing to ask a question regarding the recently announced change in the minimum age for entry into Connecticut public schools. [REDACTED], was born on September 10th, meaning [REDACTED] will miss the age cutoff by a mere nine days when [REDACTED] turns five years old in 2025. Understanding the state needed to choose a cutoff date, we're concerned the change will negatively impact [REDACTED] development by keeping [REDACTED] out of school for nearly another year.

[REDACTED] currently attends [REDACTED], which mirrors a school setting and curriculum for children over the age of 1. Each year, [REDACTED] has been moved up to the next level ahead of schedule due to [REDACTED] mastery of the curriculum for children [REDACTED] age. We recently had to sign forms with [REDACTED], because they want to move [REDACTED] up to the next level before [REDACTED] turns three next month.

Understanding the new school age rules go into effect next year, and [REDACTED] won't be five years old until 2025, we'd like to understand if there is an exception process that will be in place to assess a child's readiness for entry if their birthday is after September 1st. [REDACTED] is willing to provide documentation regarding [REDACTED] development and readiness. Assuming [REDACTED] continues on this trajectory, we're wondering if that is something that would be taken into consideration.

Thank you in advance for any guidance or information you can provide regarding an exception process.

Sincerely,

Dennis and Molly [REDACTED]

2023 CABE/CAPSS CONVENTION

Leading from Why!

November 17-18, 2023
Mystic Marriott Hotel, Groton

The CABE/CAPSS Convention provides Connecticut board of education members and superintendents the opportunity to acquire knowledge through general sessions and workshops that can help them prepare students to be successful in the 21st Century. Attend the Convention and experience two days focused on student growth. Hear from top-level education thought leaders on the latest educational initiatives, celebrate Connecticut's talented students, and network with school leaders from throughout the State. Experience the innovation of vendors in the Exhibit Hall.

Benefits of Attending

- Ensure you understand the skills that will enable students to be successful in the 21st Century by attending a variety of thought-provoking workshops, clinics and general sessions delivered by local and national experts.
- Potentially save your district money and enable staff to be more efficient by speaking with vendors in the Exhibit Hall.
- Connect with other members of Connecticut's educational leadership community to find invaluable support by sharing experiences and solutions with others.

Watch your email and the CABE website for additional Convention announcements.



Get the latest information on the
CABE/CAPSS Convention at
<https://www.cabe.org/professional-development/convention>

Hotel Reservations

Mystic Marriott Hotel
625 North Road, Route 117, Groton, CT 06340

Those attending the annual CABE/CAPSS Convention have been guaranteed a room rate of \$165.

This rate of \$160 is guaranteed only until **4:00 pm on October 20, 2023**. After this date, reservations for Convention participants are based on availability and are offered at the prevailing rate.

You may make reservations with the Mystic Marriott online through <https://rb.gy/iaweb>.

The negotiated rate code is already entered in the appropriate field, allowing you to quickly make your room reservation. You may also call the hotel's reservation department at 877-901-6632.

Purchase orders are NOT accepted; however, credit cards are accepted.

Register Early and Save Money!

Only 2023-2024 CABE member districts and CAPSS member superintendents are eligible to take advantage of early registration for the 2023 Convention.

Be Inspired! Choose From Nearly 35 Dynamic Sessions

Some of the workshops to be presented include:

Launching and Sustaining Future-Based Schools

The Pathways Experience

Finding the Right Superintendent/Community Match to Promote Excellence and an Inspired Culture for Learning

Understanding Artificial Intelligence and Its Implications for School Districts

Diversity, Equity and Inclusion in 2023

Tools You Can Use to Tell Your District's Own Story

District-Wide Master Planning: A Tool for Aligning School facilities with Your District's Educational Mission and Strategic Plan

Strategic Plans and Strategic Leading: What Boards Should Know

Understanding Connecticut's Freedom of Information Act (Including Recent Updates)

...and so much more!

CABE/CAPSS Convention At A Glance

————— Leading from Why! —————

Friday, November 17, 2023

7:30 - 8:30 AM	Registration Begins	Mystic Ballroom
	Networking and Continental Breakfast Exhibit Area Opens	Mystic Ballroom
8:30 - 10:30 AM	Welcome	Marriott Ballroom
	Student Performance Remarks CAPSS Superintendent of the Year Keynote Address	
10:35AM - 11:55PM Session A Workshops		
	A1 Legislative Update (APE, DEI, C, TOOLS)	
	A2 Acting on the Need to Change: Takeaways from Hartford Public Schools' Innovation Network (APE)	
	A3 Launching and Sustaining Future-Based Schools (DEI)	
	A4 Transforming Culture and Connecting the SEL Dots Across a District (APE, DEI)	
	A5 Title IX Grievance Procedures – 2023 Update (DEI, C, TOOLS)	
	A6 The Science of Reading (APE)	
	A7 Addressing Teen Mental Health and Threat Recognition and Intervention (C, TOOLS)	
	A8 Meeting with the State Board of Education (APE, DEI, C, TOOLS)	
12:05 - 12:35 PM	Networking, Reception, Exhibits	Mystic Ballroom
12:35 - 1:35 PM	Luncheon Acknowledgment of Guests Networking	Marriott Ballroom
1:35 - 2:15 PM	Dessert/Networking in Exhibit Area	Mystic Ballroom
2:20 - 3:35 PM Session B Workshops		
	B1 Roles and Responsibilities of Board of Education Members and Superintendents (APE, DEI, C, TOOLS)	
	B2 The Pathways Experience (APE, DEI)	
	B3 Best Practices for Managing Poor Performers (APE, TOOLS)	
	B4 Finding the Right Superintendent/Community Match to Promote Excellence and an Inspired Culture for Learning (DEI, TOOLS)	
	B5 Social Media and Student Discipline in 2023 (APE, TOOLS)	
	B6 Understanding Artificial Intelligence and Its Implications for School Districts (APE, C, DEI, TOOLS)	
2:20 - 4:20 PM Session C Clinics		
	C1 34th Annual Meeting of the Nutmeg Board (APE, D, LLF, NAB)	
3:40 - 5:15 PM Session D Workshops		
	D1 Policy (APE, C, DEI, TOOLS)	
	D2 Ensuring Superintendents Are Ready to Meet Today's Challenges (APE, TOOLS)	
	D3 How Gender Discrimination and Gender Racism Impact the Leadership Pipeline and Hiring Practices (DEI)	
	D4 Diversity, Equity and Inclusion in 2023 (APE, C, DEI, TOOLS)	
	D5 Tools You Can Use to Tell Your District's Own Story (APE, DEI, TOOLS)	
	D6 Board Chair Check-In (APE, DEI, C, TOOLS)	
5:20 - 5:45 PM	Reception	Marriott Prefunction Space
5:45 - 8:15 PM	Dinner	Marriott Ballroom
	Election Results President's Remarks Teacher of the Year Evening Program	
8:15 - 11:00 PM	Evening Reception.....	Mystic Ballroom

CABE/CAPSS Convention At A Glance

Leading From Why!

Saturday, November 18, 2023

- 7:30 - 8:30 AM Registration Begins – Networking and Continental Breakfast
- 8:30 - 9:30 AM **General Session** Marriott Ballroom
Welcome | Student Performance
- 9:35 - 10:45 AM **Student Session**
- 9:35 - 10:45 AM **Session E Workshops**
Student Session
E1 Designing and Launching a Career (APE)
E2 Using the 7 Habits to Build a Positive Culture and Reduce Educator Burnout (C, DEI, TOOLS)
E3 The Impact of Social Media on Children and Families (APE, TOOLS)
E4 Addressing Confrontational Interactions between Staff and Parents and Caregivers: Ensuring Staff Safety while Respecting Parental Rights and Supporting Student Well-Being (C)
E5 District-Wide Master Planning: A Tool for Aligning School facilities with Your District’s Educational Mission and Strategic Plan (APE, DEI, TOOLS)
- 9:35 - 11:35 AM **Session F Clinics**
F1 Understanding Connecticut’s Freedom of Information Act (Including Recent Updates) (C, TOOLS)
- 10:50- 12:00 PM **Session G Workshops**
G1 Strategic Plans and Strategic Leading: What Boards Should Know (TOOLS)
G2 Navigating Difficult Board Dynamics (C, TOOLS)
G3 One District’s Journey in Equitable High Quality Instruction (DEI)
- 11:40 AM - 12:00 PM **Networking and Reception** Marriott Ballroom Lobby
- 12:05 - 1:35 PM **Luncheon - Student Panel | Adjourn**

Workshops

Workshops are typically one hour and ten minutes to one hour and 35 minutes. These sessions often provide multiple presenters and allow for questions and answers.

Clinics

Clinics are two hours in length and allow presenters and participants alike to dig deeper into a subject. While participants will not be experts following a Clinic, you will walk away with a solid foundation in the topic delivered.

**EASY REGISTRATION
PROCESS**

You only need to complete and return the registration form one time.

Follow the four easy steps below to register:

1. Review the Conference at a Glance.
2. Complete the registration form, include your workshop choices and any special requirements you may have.
3. Save a copy for your records.
4. Return completed form to CABE.

Form **MUST** be accompanied by check or purchase order to be processed.

Since this is an election year, you may hold slots for those who will be elected in November by:

1. Registering them as New Board Member 1, New Board Member 2, etc. in place of a name.
2. Immediately following the election, please contact Nancy Propfe (npropfe@cabe.org) to provide the names to be substituted.
3. If someone you held a slot for is not elected, the district will not be charged.

Substitutions are accepted at any time. All substitutions and cancellations **MUST** be in writing.

This form must be received by October 13, 2023 to avoid a late fee.



Online:

www.cabe.org



Mail to:

CABE/CAPSS

Convention Registrations

81 Wolcott Hill Rd.

Wethersfield, CT 06109

Fax to:

860-571-7452

Questions:

860-571-7446

2023 CABE/CAPSS Convention Registration Form

November 17-18, 2023 • Mystic Marriott Hotel, Groton

Name _____

Address _____

City _____ State _____ Zip _____

School District/Organization _____

Phone Number _____ Fax Number _____

Email _____ Cell Phone _____

Name for Badge _____ Guest Name for Badge _____

CHECK APPROPRIATE BOX(ES):

- | | |
|---|---|
| <input type="checkbox"/> Board Member | <input type="checkbox"/> Business Manager |
| <input type="checkbox"/> Superintendent | <input type="checkbox"/> Presenter |
| <input type="checkbox"/> Assistant Superintendent | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> This is my first CABE/CAPSS Conference - I would like a Convention mentor | |

REGISTRATION TYPE: CHECK Package, Friday or Saturday and CIRCLE corresponding fee.

	2023-2024 CABE Member Districts and CAPSS MEMBERS ONLY Early Registration Received on or before 8/25/23		Registration Received on or before 10/13/23		Late/On Site Reg. Received on or after 10/13/23	
	Member	Member / Non-Member	Member / Non-Member	Member / Non-Member	Member / Non-Member	Member / Non-Member
<input type="checkbox"/> Package Registration Meals are included in registration fee and are non-refundable.	\$453	\$499	\$744	\$554	\$799	
<input type="checkbox"/> Friday Only Registration Meals are included in registration fee and are non-refundable.	\$358	\$374	\$620	\$426	\$677	
<input type="checkbox"/> Saturday Only Registration Meals are included in registration fee and are non-refundable.	\$299	\$310	\$570	\$342	\$637	

In order to prevent wastage of food, please select all meal functions that you will be attending. (This will NOT change your registration fee.)

- Friday Luncheon** **Friday Banquet** **Saturday Luncheon**

Do you have special dietary needs? If so, explain _____

GUEST MEAL(S):

- Friday Luncheon - \$39 Friday Banquet - \$75 Saturday Luncheon - \$39

Registrant is responsible for guest fees. (Payment for guest MUST accompany registration form.)

TOTAL AMOUNT DUE \$ _____

Payment – If completed registration form is faxed or mailed, there are two easy ways to pay: Check or purchase order. Registration will **NOT** be processed without a P.O. or check.

- Check payable to CABE enclosed. P.O. # _____

Credit cards can only be accepted online. To register online, please go to www.cabe.org/page.cfm?p=1141

Friday

A1 A2 A3 A4 A5 A6 A7 A8
B1 B2 B3 B4 B5 B6
C1
D1 D2 D3 D4 D5 D6

Saturday

E1 E2 E3 E4 E5
F1
G1 G2 G3

Substitutions are accepted in writing at any time. Between October 27 and October 30, a \$100 fee will be charged for each cancelled Convention registration because meals have been guaranteed. Beginning October 31 there is **NO REFUND** of the registration fee. No shows will be charged full fee.

2023-2024 New Hires and Resignations for Board of Education Meeting on 8-24-23

Name	School	Position	
New Hires			
Clifford Saccoccio	Bethel High School	English Teacher	
Zachary Craybas	Bethel High School	Special Education Teacher	
Amelia Collison	Bethel High School	Science Teacher	
Amy Nill	Bethel Middle School	Grade 7 Math Teacher	
Kelly Clark	Bethel Middle School	School Counselor	
Nouboukpo Gassesse	Bethel Middle School	French Teacher	
Alexandra LaPorta	Johnson School	Grade 5 Teacher	
McKenna Leaden	Johnson School	Grade 3 Teacher	
Laura Miller	Johnson School	Grade 4 Teacher STC	Added due to class sizes
Alyssa Chang	Berry School	Special Education Teacher	
Kayleigh Murphy	Berry School	Grade 2 Teacher	
Bridget Harthorne	Rockwell School	Grade 2 Teacher	
Whitney James	Systemwide	Speech Language Pathologist	
Cheryl Daly	Middle/Johnson	Literacy Coach	
Resignations			
Susan Lynch	Bethel High School	English Teacher	Retirement
Thomas Fox	Bethel High School	Science Teacher/STEM Coach	Moving out of state
Ektarina Sive	Bethel High School	Special Education Teacher	End of Short Term Assignment
Linda Anderson	Bethel High School	Mentor Coordinator	Retirement
Nathan Wilda	Bethel High School	Tech Ed Teacher	Position in another district
Megan Kelly	Bethel Middle School	School Counselor	Not returning from Child Rearing Leave
Tracey Burrill	Bethel Middle School	French Teacher	Position closer to home
Nathan Rinas	Bethel Middle School	Physical Education/Health Teacher	Position in another district
Suzanne Galante	Johnson School	Grade 5 Teacher	Retirement
Dionne Basher	Johnson School	Grade 5 Teacher	Moving out of state
Kristin Riolo	Johnson School	Speech Language Pathologist .4 FTE	Personal
Leslie Morabito	Rockwell School	Grade 1 Teacher	Not returning from Child Rearing Leave
Kailby Schommer	Rockwell School	Grade 1 Teacher	End of Short Term Assignment
Amy Weed	Systemwide	Math Coach	Retirement
Susan Dewitt	Systemwide	Speech Language Pathologist .4 FTE	Personal



Bethel Public Schools

1 School Street, P.O. Box 253, Bethel, CT 06801
Fax: (203) 794-8723 – website: www.bethel.k12.ct.us

Kristen Brooks, Ed. D.
Assistant Superintendent of Schools
(203) 794-8613

Christine L. Carver, Ed. D.
Superintendent of Schools
(203) 794-8601

Jennifer Variale
Director
Finance & Business Operations
(203) 794-8603

Christine E. Sipala, Ph.D.
Director
Special Education & Pupil Services
(203) 794-8616

Michelle D. Rutledge
Director
Teaching & Learning
(203) 794-8755

Donna Burns
Director
Instructional Technology
(203) 794-8071

Robert Germinaro
Supervisor
Facility & Security Operations
(203) 794-8609

To: Bethel Board of Education
From: Jen Variale, Director of Finance and Business Operations
Re: Renewal of Copier Lease
Date: August 24, 2023

Five years ago, and as a result of a competitive bidding process, The Board of Education awarded a five year contract to Base Technologies Inc. for the lease of Kyocera copier machines and managed print services. This contract expires in November, 2023. The change to Base Technologies has resulted in improved services to the schools compared to our prior vendor, because BASE is able to respond to issues more quickly.

As an authorized Kyocera dealer, Base Technologies Inc. is able to offer a five year contract renewal with pricing based on the Kyocera NASPO State of Connecticut Contract (#140599) with an additional discount through the OMNIA Kyocera Discounted Educational Program. The deepest discounts are associated with an August or September start date. Contract Renewal Options are summarized below.

Base Technologies Contract Renewal Options			
	Contract Dates	Annual Cost	Five Year Cost
Current Contract	11/1/18 - 10/31/23	\$114,997.52	\$574,987.60
September Installation	9/1/23 - 8/31/28	\$112,260.24	\$561,301.20
November Installation	11/1/23 - 10/31/28	\$120,118.46	\$600,592.30

If we select a September Installation for the leased copier machines we will be to maintain our current level of services at a reduced cost compared to our current contracted rate. Therefore I am recommending that we renew our five year contract with Base Technologies with a September start date.

“Our Primary Purpose is to Improve Student Achievement.”

Motion:

To renew our relationship with Base Technologies and entering a new five year lease agreement for copier equipment and managed print services and to waive the bid procedure as this transaction is in the best interest of the Bethel Board of Education and The Town of Bethel.

Attachments:

Base Quote 2023 September Installation

Base Quote 2023 November Installation

C: Bethel Town Clerk

BASE TECHNOLOGIES

SALES QUOTE

Sales Quote No: QT1293

Date: 7/12/23

Account No: BT7368

Phone: 203-830-2400 Website: www.baseinc.com

Bill To: BETHEL BOARD OF EDUC
PO BOX 253
BETHEL, CT 06801-0253
US

Ship To: BETHEL BOARD OF EDUC
PO BOX 253
BETHEL, CT 06801-0253
US

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
LISA GALLIK	NA	BEST WAY	30 Days	8/11/23

Notes

Current Annual MFP/Printer Copier Solution
Annual Cost \$114,997.52 for 5 Years

NASPO State Contract#140599
OMNIA Kyocera Discounted Educational Program
Cost for August/Sept. Installation
Annual Cost \$112,260.24 for 5 Years

Summary total machines
32 MFP's of which 28 are leased
85 Desktop Printers and Workgroup Small Desktop MFP's
Total Devices = 117

Item No	Description	Quantity	UM	Price	Disc	Amount
1102YT2US0-6	6004i 60PPM B/W MFP	7.00	EA	\$0.00	0.00	\$0.00
1102YT2US0-7	7004i 70PPM B/W MFP	7.00	EA	\$0.00	0.00	\$0.00
1102XV2US0	TASKalfa 8003i 80 PPM A3 B&W MFP	11.00	EA	\$0.00	0.00	\$0.00
1102XT2US0	TASKalfa 9003i 90 PPM A3 B&W MFP	1.00	EA	\$0.00	0.00	\$0.00
1102XC2US0	7054ci TASKalfa 70 PPM Color MFP	2.00	EA	\$0.00	0.00	\$0.00
Annual Cost	Cost of Copier/MFP/Printer Service Contract	1.00	EA	\$112,260.24	0.00	\$112,260.24

REMIT TO:

BASE TECHNOLOGIES, INC
23 FRANCIS J. CLARKE CIRCLE
BETHEL, CT 06801

Subtotal	\$112,260.24
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
Sales Order Total	\$112,260.24

BASE TECHNOLOGIES

Phone: 203-830-2400 Website: www.baseinc.com

SALES QUOTE

Sales Quote No: QT1293

Date: 7/12/23

Account No: BT7368

Bill To: BETHEL BOARD OF EDUC
PO BOX 253
BETHEL, CT 06801-0253
US

Ship To: BETHEL BOARD OF EDUC
PO BOX 253
BETHEL, CT 06801-0253
US

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
LISA GALLIK	NA	BEST WAY	30 Days	8/11/23

Notes

Current Annual MFP/Printer Copier Solution
Annual Cost \$114,997.52 for 5 Years

NASPO State Contract#140599
OMNIA Kyocera Discounted Educational Program
Cost of Solution with Estimation in regards to October/November 2023 Installation
Note: Price structure quoted August 2023 - hold time frame 30 days.
Annual Cost \$120,118.46 for 5 Years

Summary total machines
32 MFP's of which 28 are leased
85 Desktop Printers and Workgroup Small Desktop MFP's
Total Devices = 117

Item No	Description	Quantity	UM	Price	Disc	Amount
1102YT2US0-6	6004i 60PPM B/W MFP	7.00	EA	\$0.00	0.00	\$0.00
1102YT2US0-7	7004i 70PPM B/W MFP	7.00	EA	\$0.00	0.00	\$0.00
1102XV2US0	TASKalfa 8003i 80 PPM A3 B&W MFP	11.00	EA	\$0.00	0.00	\$0.00
1102XT2US0	TASKalfa 9003i 90 PPM A3 B&W MFP	1.00	EA	\$0.00	0.00	\$0.00
1102XC2US0	7054ci TASKalfa 70 PPM Color MFP	2.00	EA	\$0.00	0.00	\$0.00
Annual Cost	Cost of Copier/MFP/Printer Service Contract	1.00	EA	\$120,118.46	0.00	\$120,118.46

REMIT TO:

BASE TECHNOLOGIES, INC
23 FRANCIS J. CLARKE CIRCLE
BETHEL, CT 06801

Subtotal	\$120,118.46
Discount	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
Sales Order Total	\$120,118.46

BETHEL BOE BUDGET 2022-2023
BUDGET TRANSFERS SUMMARY BY PERIOD

Object Codes		Approved Budget	July-Dec Adjustments	Jan-Apr Adjustments	May-Jun Adjustments	Total Transfers	Final Budget
Salaries	1000	33,868,873		-	372,496	372,496	34,241,369
Employee Benefits	2000	9,969,580	-	-	(783,162)	(783,162)	9,186,418
Professional Services	3000	1,069,595	(550)	71,000	(59,837)	10,613	1,080,208
Purchased Property Services	4000	251,450	-	(13,000)	187,030	174,030	425,480
Other Purchased Services	5000	4,677,371	(150)	-	420,329	420,179	5,097,550
Supplies	6000	931,380	1,950	-	(51,791)	(49,841)	881,539
Property	7000	314,162	(2,450)	(60,000)	(81,354)	(143,804)	170,358
Miscellaneous	8000	82,420	1,200	2,000	(3,711)	(511)	81,909
Total Budget		51,164,831	-	-	-	-	51,164,831
Total Transfers To			3,150	73,000	979,855	977,318	
Total Transfers From			(3,150)	(73,000)	(979,855)	(977,318)	
% of Total Budget						1.91%	

Budget Transfers May 1 - June 30, 2023

Account Number	Description	Increased	Decreased	Notes
1 100.16.2230.119.3401	PURCH PROF&TECH SERVICES - SW - TECHNOLOGY	24,500	-	Director of Instructional Tech's Request
100.16.2230.119.7304	EQUIPMENT - TECH - SW - TECHNOLOGY	-	(24,500)	Cybersecurity work and powerschool
Total for Request		<u>24,500</u>	<u>(24,500)</u>	support
2 100.14.1200.101.6110	INSTRUCTIONAL SUPPLIES - JS - SPECIAL EDUCATION	147	-	Principal's Request
100.14.1100.106.6110	INSTRUCTIONAL SUPPLIES - JS - TECH ED	188	-	Special Ed reference materials &
100.14.2410.101.3302	CONFERENCE REGISTRATION FEES - JS	-	(334)	Tech Ed supplies
Total for Request		<u>334</u>	<u>(334)</u>	
3 100.16.2230.119.3401	PURCH PROF&TECH SERVICES - SW - TECHNOLOGY	14,878	-	Director of Instructional Tech's Request
100.16.2230.119.3302	CONFERENCE REGISTRATION FEES-SW-TECHNOLOGY	-	(190)	Reallocation of Technology budget for
100.16.2230.119.4320	REPAIR & MAINT CONTRACTS - TECHNOLOGY	-	(5,287)	purchase of a Cybersecurity identity
100.16.2230.119.5800	TRAVEL - SW - TECHNOLOGY	-	(2,380)	management program
100.16.2230.119.6110	INSTRUCTIONAL SUPPLIES - SW - TECHNOLOGY	-	(3,925)	
100.16.2230.119.7302	EQUIPMENT - FURNITURE&FIXTURES - TECHNOLOGY	-	(2,000)	
100.16.2230.119.7304	EQUIPMENT - TECH - SW - TECHNOLOGY	-	(96)	
100.16.2230.119.8100	DUES & FEES - SW -TECHNOLOGY	-	(1,000)	
Total for Request		<u>14,878</u>	<u>(14,878)</u>	
4 100.16.2600.101.4310	CONTRACTED SERV - BUILDINGS - SW - PLANT OPS	192,317	-	Director of Finance & Director of Special
100.16.1200.122.5103	TRANSPORTATION - SPEC ED - NON-PUBLIC	306,124	-	Education & Pupil Services' Request
100.16.1200.122.5602	TUITION - SPECIAL ED - OTHER LEAS - SW	116,585	-	Facilities - BMS hot water system, refinishing
100.16.2310.101.8100	DUES & FEES - SW - BOE SERVICES	-	(2,711)	gym floors & landscaping
100.16.2230.119.7304	EQUIPMENT - TECH - SW - TECHNOLOGY	-	(54,758)	Special Education - Tuition and transportation
100.16.2210.101.6110	INSTRUCTIONAL SUPPLIES - SW - CURRICULUM	-	(48,200)	for additional outplaced students and cost
100.16.2230.119.3401	PURCH PROF&TECH SERVICES - SW - TECHNOLOGY	-	(89,074)	increases
100.16.2310.101.3401	PURCHASED PROF.& TECH SERVICES - SW - BOE SERV	-	(9,490)	
100.16.1200.101.3202	PROFESSIONAL SPEC. ED. SERV - SW	-	(127)	
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXPENSE	-	(410,667)	
Total for Request		<u>615,026</u>	<u>(615,026)</u>	
5 100.00.1200.101.1216	PARAEDUCATORS - SW - SPECIAL EDUCATION	372,496	-	Director of Spec Ed & Pupil Services' Request
100.16.2500.100.2100	GROUP HEALTH INSURANCE - UNDIST PR EXPENSE	-	(372,496)	Additional Special Education paraeducators
Total for Request		<u>372,496</u>	<u>(372,496)</u>	salary expense

BETHEL BOARD OF EDUCATION

Briefing Summary

Date of Briefing to the Board: Aug 24, 2023

Presenter: Jen Variale

Topic: Resource Management & Business Operations Committee Meeting

Importance of this topic to the Board: Continued Financial and Operational Management

Key Points of the Briefing:

- Transportation Update
- Budget Transfers
- Budget Update

Summary of the Briefing:

Transportation Update:

First Student has made multiple improvements for the coming school year. They are currently staffed with exactly enough bus drivers to run all scheduled bus routes. Optimal staffing would include 2 or 3 spare drivers. Multiple drivers are in the candidate pipeline and hiring will continue to be prioritized. Also, the bus routes have been redesigned to be more efficient.

Budget Transfers:

At the end of June, 2023 we were able to use savings in multiple accounts to pay for needed special education services as well as facilities repairs. The Special Education services overages were primarily driven by increased costs for outplaced students as well as additional services required to support the increase in the number of Special Education Students. Facilities overages were driven by the replacement of the failed BMS domestic hot water heater, urgent elevator repairs and HVAC repairs. All transfers were aligned with the memo to the Board of Education in June and subsequently voted on in the regular meeting in June.

Budget Update:

The finance team is working to close out all remaining items from the 2022 - 2023 school year. Going into the 2023 - 2024 school year we are monitoring Special Education and Facilities spending closely as these are the areas where we anticipate the most risk to our budget.

Action Requested of the Board of Education:

Recommended Motion: No motion needed. For informational purposes only.

BETHEL BOARD OF EDUCATION

Briefing Summary

Date of Briefing to the Board: 8/24/2023

Presenter: Jen Variale

Topic: Budget Update

Briefing:

The 2023 - 2024 operating budget includes an \$850,000 reimbursement for excess cost. Based on the updated funding guidelines from CSDE and our current student enrollment, we project that we will receive funding of \$1,100,000. We would like to use the \$245,000 in additional funds to pay for 1 special education teacher and 5 para educators that were funded by grants last year. We have a long term need for these resources and recommend that they be incorporated into the Board of Education Operating Budget.

Action Requested of the Board of Education:

Recommended Motion: That 1 special education teacher and 5 paraeducators be added to the 2023 - 2024 operating budget.