

**BETHANY BOARD OF EDUCATION**  
**Regular Meeting**

**AGENDA**

**Wednesday, September 14, 2022**  
**6:30 p.m.**

**Bethany Community School Learning Commons**

**MISSION STATEMENT**

**We inspire and empower children to thrive in the world of tomorrow.**

**1. Call to Order**

- a. Pledge of Allegiance

**2. PTO Report**

**3. Public Comment (Policy 1120 & Bylaw 9325)**

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address.

**4. Approval of Minutes (Bylaw 9326)**

- a. May 11, 2022 Regular Meeting..... Action Item

**5. Committee Reports (Bylaw 9132)**

- a. ACES

- b. Curriculum

- c. Facilities

- d. Finance

- i. Report of expenditures and adjustments to the 2021-2022 Operating Budget through June 30, 2022..... Action Item

- ii. Report of expenditures and adjustments to the 2021-2022 Operating Budget through July 31, 2022 ..... Action Item

- iii. Report of expenditures and adjustments to the 2021-2022 Operating Budget through August 31, 2022 ..... Action Item

- e. Policy

- f. Transportation

**6. Unfinished Business (Bylaw 9300)**

- a. None.

**7. New Business (Bylaw 9300)**

- a. School Lunch Program Authorized Signers ..... Action Item
- a. Development of 2022-2023 Board Goals (Policy 0111)

**8. Administrative Reports (Policy 2500)**

- a. Superintendent
- b. Director of Special Services, Curriculum and Instruction
- c. Principal

**9. Chairman Report (Bylaw 9121)**

**10. Correspondence (Bylaw 9300)**

**11. Public Comment (Policy 1120 & Bylaw 9325)**

The Board of Education welcomes public comment. Individuals or groups may address the Board concerning any subject which is within the Board's jurisdiction. Three minutes will be allotted to each speaker and a maximum of fifteen minutes to each subject matter. The speaker is requested to state their name and address.

**12. Meeting Adjourned**

# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: September 14, 2022

Re: Meeting Minutes

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It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the May 11, 2022 Regular Meeting Minutes as presented.

**BETHANY BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**BCS Learning Commons**  
**May 11, 2022**

**Present**

John Paul Garcia  
Amy Lestinsky, Vice Chair  
EJ Maher  
Christopher Pittenger, Chair  
Shawn Uscilla arrived at 6:36 pm  
Lynette White

**Administration**

Colleen Murray  
Kai Byrd  
Tom Reed-Swale

**Absent**

Angelo Amato  
Angel Irigoyen  
Namita Wijesekera

**Call to Order**

Dr. Pittenger called the meeting to order at 6:34 p.m.

**Student Recognition**

Celine Ding and Srestha Kompalli were recognized as the 2021-2022 SCASA Superintendent Award Recipients.

**Presentation**

Mr. Garcia and Mrs. Murray presented the Five-Year Facilities Plan to the Board.

**PTO Report**

Mrs. Crisanti reported on recent and upcoming PTO events and slate of officers.

**Public Comment**

None.

**Minutes**

**Motion** by Garcia, seconded by Lestinsky to accept the April 6, 2022 Regular Meeting Minutes as presented. *The motion carries 4 yes (Garcia, Lestinsky, Pittenger, White), 3 absent (Amato, Irigoyen, Wijesekera), 2 abstain (Maher, Uscilla).*

**Motion** by Garcia, seconded by Maher to accept the April 28, 2022 Special Meeting Minutes as presented. *The motion carries 4 yes (Garcia, Lestinsky, Maher, Pittenger), 3 absent (Amato, Irigoyen, Wijesekera), 2 abstain (Uscilla, White).*

**Committee Reports**

**Finance:**

**Motion** by Lestinsky, seconded by White to accept the report of expenditures and adjustments to the 2021-2022 Operating Budget through April 30, 2022 as presented. *The motion carries 6 yes (Garcia, Lestinsky, Maher, Pittenger, Uscilla, White), 3 absent (Amato, Irigoyen, Wijesekera).*

Dr. Pittenger further reported on the options available for the budget surplus. The consensus of the Board members is that \$70,000 will be allocated to a non-recurring construction account to be used for outdoor education, \$58,221 allocated to the 5% to the non-lapsing account, and the balance returned to the Town. Mrs. Murray and Dr. Pittenger or Mrs. Lestinsky will be attending the June 14<sup>th</sup> Board of Finance Meeting for approval.

**Curriculum:**

The committee met and discussed curriculum and professional learning updates along with an Equity presentation.

<b>Facilities:</b>	The committee has not met recently.
<b>Ad Hoc Facilities:</b>	The committee has not met recently and is now disbanded.
<b>Policy:</b>	The committee has not met recently.
<b>Transportation:</b>	The committee has not met recently.
<b>ACES:</b>	Nothing to report.

## **Unfinished Business**

**Motion** by White, seconded by Uscilla to approve revisions to Policies 1331, 4118.231/4218.231, 5114, 5131.111, 5131.7, 6144, 6151, 6164.11, 6173, 7211, and Bylaw 9000 as presented. *The motion carries 6 yes (Garcia, Lestinsky, Maher, Pittenger, Uscilla, White), 3 absent (Amato, Irigoyen, Wijesekera).*

**Motion** by White, seconded by Maher to approve the deletion of Policies 4118.237/4218.237, 5132.1, and 6172.61 as presented. *The motion carries 6 yes (Garcia, Lestinsky, Maher, Pittenger, Uscilla, White), 3 absent (Amato, Irigoyen, Wijesekera).*

## **New Business**

**Motion** by Lestinsky, seconded by White to approve the adoption of the Connecticut State Department of Education Teacher and Administrator Evaluation Plan Flexibilities for the 2022-2023 school year. *The motion carries 6 yes (Garcia, Lestinsky, Maher, Pittenger, Uscilla, White), 3 absent (Amato, Irigoyen, Wijesekera).*

## **Superintendent Report**

Mrs. Murray reported that on April 30, 2022, PK-6 enrollment was 413 students.

Mrs. Murray is projecting 53 Kindergartners for next year. At this time, 44 students have pre-registered.

Mrs. Murray provided an update on current job openings.

Mrs. Murray provided an update on the Kristen Cushing 5K Color Run/Walk and Health Fair held on May 6<sup>th</sup>. Enough funds were raised to cover the full cost of paving the running track.

The BWA Boards of Education came to an agreement with and approved a 2-year extension on the current bus contract with B&B Transportation that will have a minimal financial impact on the District.

Mrs. Murray provided a status on the Gymnasium Air Conditioning Project, Food Service contract, and Outdoor Education Pavilion Request for Proposal.

Mrs. Murray provided Board members with a COVID update.

## **Director Report**

Mrs. Byrd reported on Curriculum and Special Services. Her report is on file in the BOE Packet.

## **Principal Report**

Mr. Reed-Swale reported on BCS's recent and upcoming events. Mr. Reed-Swale's report is on file in the BOE Packet.

**Chairman Report**

Dr. Pittenger reminded Board members of upcoming events and encouraged Board members to attend:

- Monday, May 16<sup>th</sup>, Town Meeting, 7:00 pm at Town Hall
- Tuesday, May 17<sup>th</sup>, Spotlight Spectacular, 4:30 pm at Birchwoods in Woodbridge
- Wednesday, June 1<sup>st</sup>, Superintendent Meet & Greet, 6:00 pm in the BCS Gymnasium
- Monday, June 13<sup>th</sup>, 4:00 pm, Colleen Murray Retirement Picnic
- Wednesday, June 15<sup>th</sup>, 9:30 am, Sixth Grade Graduation
- Thursday, June 16<sup>th</sup>, last day of school for students

**Communications**

Reviewed and placed on file.

**Public Comment**

None.

**Adjournment**

The meeting adjourned at 8:38 p.m.

Susan L. Carpenter  
Recording Secretary

# Memorandum



To: Board of Education Members

From: Kai Byrd, Superintendent

Date: September 14, 2022

Re: Finance Committee Report of Expenditures and Adjustments

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It is recommended that under COMMITTEE REPORTS, (a) Finance:

The attached report presents the adopted 2021-2022 Operating Budget with encumbrances through June 30, 2022.

Recommended Motion:

- i. Move that the Board of Education accept the final report of expenditures and adjustments to the 2021-2022 Operating Budget through June 30, 2022.

The attached reports present the adopted 2022-2023 Operating Budget with encumbrances through August 31, 2022.

Recommended Motions:

- ii. Move that the Board of Education accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through July 31, 2022.
- iii. Move that the Board of Education accept the report of expenditures and adjustments to the 2022-2023 Operating Budget through August 31, 2022.

Bethany Board of Education  
Operating Budget 2021-2022 Summary - as of June 2022

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$ May	Var% May	Var\$ June	Var% June
<b>General Education</b>								
<b>Salaries</b>								
Certified	\$2,130,753	\$2,093,890	\$1,918,291	\$1,918,291	\$ 174,807	8.35%	\$ 175,600	8.39%
Curriculum (Supplemental)	\$29,700	\$26,500	\$26,809	\$26,809	\$ (209)	-0.79%	\$ (309)	-1.16%
Non-Certified	\$328,222	\$246,756	\$248,201	\$248,201	\$ 1,482	0.60%	\$ (1,445)	-0.59%
Nurse	\$49,852	\$51,552	\$45,730	\$45,730	\$ 4,415	8.56%	\$ 5,822	11.29%
<b>Total Salaries</b>	<b>\$2,538,527</b>	<b>\$2,418,699</b>	<b>\$2,239,030</b>	<b>\$2,239,030</b>	<b>\$ 180,495</b>	<b>7.46%</b>	<b>\$ 179,669</b>	<b>7.43%</b>
<b>Benefits</b>	<b>\$608,150</b>	<b>\$545,865</b>	<b>\$475,428</b>	<b>\$475,428</b>	<b>\$ 64,229</b>	<b>11.77%</b>	<b>\$ 70,437</b>	<b>12.90%</b>
<b>Services</b>								
BCS	\$4,800	\$79,944	\$96,809	\$96,809	\$ -	0.00%	\$ (16,865)	-21.10%
Curriculum	\$51,006	\$54,206	\$84,834	\$84,834	\$ (5,000)	-9.22%	\$ (30,628)	-56.50%
IT	\$45,750	\$45,750	\$39,255	\$39,255	\$ 11,495	25.13%	\$ 6,495	14.20%
<b>Total Services</b>	<b>\$101,556</b>	<b>\$179,900</b>	<b>\$220,898</b>	<b>\$220,898</b>	<b>\$ 6,495</b>	<b>3.61%</b>	<b>\$ (40,998)</b>	<b>-22.79%</b>
<b>Supplies</b>								
BCS	\$52,419	\$52,419	\$70,031	\$70,031	\$ -	0.00%	\$ (17,612)	-33.60%
					\$ (23,019)	-43.91%		
Curriculum	\$7,889	\$7,889	\$1,506	\$1,506	\$ -	0.00%	\$ 6,383	80.91%
IT	\$15,400	\$100,920	\$101,898	\$101,898	\$ (1,014)	-1.00%	\$ (978)	-0.97%
<b>Total Supplies</b>	<b>\$75,708</b>	<b>\$161,228</b>	<b>\$173,435</b>	<b>\$173,435</b>	<b>\$ (24,033)</b>	<b>-14.91%</b>	<b>\$ (12,207)</b>	<b>-7.57%</b>
<b>Other</b>								
BCS	\$1,300	\$1,300	\$4,062	\$4,062	\$ -	0.00%	\$ (2,762)	-212.49%
Curriculum	\$1,825	\$1,825	\$0	\$0	\$ -	0.00%	\$ 1,825	100.00%
IT	\$41,500	\$41,500	\$94,979	\$94,979	\$ (46,941)	-113.11%	\$ (53,479)	-128.86%
<b>Total Other</b>	<b>\$44,625</b>	<b>\$44,625</b>	<b>\$99,041</b>	<b>\$99,041</b>	<b>\$ (46,941)</b>	<b>-105.19%</b>	<b>\$ (54,416)</b>	<b>-121.94%</b>
<b>Subtotal</b>	<b>\$3,368,566</b>	<b>\$3,350,317</b>	<b>\$3,207,833</b>	<b>\$3,207,833</b>	<b>\$ 180,246</b>	<b>5.38%</b>	<b>\$ 142,484</b>	<b>4.25%</b>
<b>Special Education</b>								
Salaries	\$1,216,466	\$1,218,819	\$1,208,240	\$1,208,240	\$ (31,513)	-2.59%	\$ 10,579	0.87%
Benefits	\$342,816	\$307,609	\$290,980	\$290,980	\$ 10,077	3.28%	\$ 16,629	5.41%
Services	\$405,901	\$406,591	\$358,329	\$358,329	\$ (46,047)	-11.33%	\$ 48,262	11.87%
Supplies	\$17,982	\$17,982	\$17,982	\$17,982	\$ (19,180)	-106.66%	\$ -	0.00%
Other	\$1,110	\$1,110	\$910	\$910	\$ (868)	-78.20%	\$ 200	18.02%
<b>Subtotal</b>	<b>\$1,984,275</b>	<b>\$1,952,111</b>	<b>\$1,876,440</b>	<b>\$1,876,440</b>	<b>\$ (87,532)</b>	<b>-4.48%</b>	<b>\$ 75,671</b>	<b>3.88%</b>
<b>Operations and Overhead</b>								
Salaries	\$897,553	\$1,008,951	\$1,004,109	\$1,004,109	\$ (25,569)	-2.53%	\$ 4,842	0.48%
Benefits	\$245,787	\$258,322	\$209,946	\$209,946	\$ 67,123	25.98%	\$ 48,376	18.73%
Services	\$224,845	\$139,325	\$128,115	\$128,115	\$ 1,846	1.33%	\$ 11,210	8.05%
Supplies	\$39,500	\$42,500	\$47,389	\$47,389	\$ -	0.00%	\$ (4,889)	-11.50%
Utilities (Electricity)	\$80,000	\$100,000	\$99,166	\$99,166	\$ 3,858	3.86%	\$ 834	0.83%
Facilities and Maintenance	\$116,100	\$91,100	\$139,537	\$139,537	\$ (51,928)	-57.00%	\$ (48,437)	-53.17%
Student Transportation	\$269,185	\$269,185	\$269,185	\$269,185.00	\$ -	0.00%	\$ -	0.00%
Other	\$15,675	\$29,675	\$36,573	\$36,572.96	\$ (13,870)	-46.74%	\$ (6,898)	-23.25%
<b>Subtotal</b>	<b>\$1,888,645</b>	<b>\$1,939,058</b>	<b>\$1,934,019</b>	<b>\$1,934,018.70</b>	<b>\$ (18,540)</b>	<b>-0.96%</b>	<b>\$ 5,039</b>	<b>0.26%</b>
<b>COVID</b>								
BCS-COVID	\$0	\$0	\$2,633	\$2,633	\$ (2,633)		\$ (2,633)	
Curriculum COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
IT-COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
SpEd COVID	\$0	\$0	\$0	\$0	\$ -		\$ -	
BOE-COVID	\$0	\$0	\$60	\$60	\$ (60)		\$ (60)	
<b>Sub Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,693</b>	<b>\$2,693</b>	<b>\$ (2,693)</b>		<b>\$ (2,693)</b>	
<b>Total</b>	<b>\$7,241,486</b>	<b>\$7,241,486</b>	<b>\$7,020,984</b>	<b>\$7,020,984</b>	<b>\$ 71,481</b>	<b>0.99%</b>	<b>\$ 220,501</b>	<b>3.04%</b>

12638 unused excess cost

233,139

-144,829.72 10-248a Non-Laping 2%

Final \$88,309.53 return to town including unspent excess cost

excess cost =

#1 rcv'd = \$98,573

#2 rcv'd = \$25,072

Total = \$123,645

**Bethany Board of Education**  
**Operating Budget 2022-2023 Summary - as of July 2022**

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$	Var%	Var\$ July	Var% July
<b>General Education</b>								
<b>Salaries</b>								
Certified	\$2,027,620	\$2,027,620	\$0	\$2,027,620			\$ -	0.00%
Curriculum (Supplemental)	\$43,033	\$43,033	\$2,700	\$43,033			\$ -	0.00%
Non-Certified	\$325,500	\$325,500	\$2,284	\$325,500			\$ -	0.00%
Nurse	\$52,883	\$52,883	\$0	\$52,883			\$ -	0.00%
<b>Total Salaries</b>	<b>\$2,449,036</b>	<b>\$2,449,036</b>	<b>\$4,984</b>	<b>\$2,449,036</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Benefits</b>	<b>\$529,045</b>	<b>\$529,045</b>	<b>\$1,597</b>	<b>\$529,045</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Services</b>								
BCS	\$5,230	\$5,230	\$0	\$5,230			\$ -	0.00%
Curriculum	\$93,220	\$93,220	\$288	\$93,220			\$ -	0.00%
IT	\$66,300	\$66,300	\$12,050	\$66,300			\$ -	0.00%
<b>Total Services</b>	<b>\$164,750</b>	<b>\$164,750</b>	<b>\$12,339</b>	<b>\$164,750</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Supplies</b>								
BCS	\$51,989	\$51,989	\$1,600	\$51,989			\$ -	0.00%
Curriculum	\$38,600	\$38,600	\$0	\$38,600			\$ -	0.00%
IT	\$102,800	\$102,800	\$53,442	\$102,800			\$ -	0.00%
<b>Total Supplies</b>	<b>\$193,389</b>	<b>\$193,389</b>	<b>\$55,042</b>	<b>\$193,389</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Other</b>								
BCS	\$1,300	\$1,300	\$0	\$1,300			\$ -	0.00%
Curriculum	\$1,003	\$1,003	\$0	\$1,003			\$ -	0.00%
IT	\$42,600	\$42,600	\$28,500	\$42,600			\$ -	0.00%
<b>Total Other</b>	<b>\$44,903</b>	<b>\$44,903</b>	<b>\$28,500</b>	<b>\$44,903</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Subtotal</b>	<b>\$3,381,124</b>	<b>\$3,381,124</b>	<b>\$102,462</b>	<b>\$3,381,124</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Special Education</b>								
Salaries	\$1,301,701	\$1,301,701	\$33,111	\$1,301,701			\$ -	0.00%
Benefits	\$340,576	\$340,576	\$1,379	\$340,576			\$ -	0.00%
Services	\$245,396	\$245,396	\$0	\$245,396			\$ -	0.00%
Supplies	\$28,769	\$28,769	\$186	\$28,769			\$ -	0.00%
Other	\$3,186	\$3,186	\$0	\$3,186			\$ -	0.00%
<b>Subtotal</b>	<b>\$1,919,628</b>	<b>\$1,919,628</b>	<b>\$34,676</b>	<b>\$1,919,628</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Operations and Overhead</b>								
Salaries	\$1,024,163	\$1,024,163	\$67,376	\$1,024,163			\$ -	0.00%
Benefits	\$237,805	\$237,805	\$12,084	\$237,805			\$ -	0.00%
Services	\$168,265	\$168,265	\$14,722	\$168,265			\$ -	0.00%
Supplies	\$39,300	\$39,300	\$38	\$39,300			\$ -	0.00%
Utilities (Electricity)	\$85,000	\$85,000	\$0	\$85,000			\$ -	0.00%
Facilities and Maintenance	\$116,550	\$116,550	\$738	\$116,550			\$ -	0.00%
Student Transportation	\$281,759	\$281,759	\$0	\$ 281,759.00			\$ -	0.00%
Other	\$24,100	\$24,100	\$200	\$ 24,100.00			\$ -	0.00%
<b>Subtotal</b>	<b>\$1,976,942</b>	<b>\$1,976,942</b>	<b>\$95,159</b>	<b>\$ 1,976,941.50</b>			<b>\$ -</b>	<b>0.00%</b>
<b>COVID</b>								
BCS-COVID	\$0	\$0	\$0	\$0			\$ -	
Curriculum COVID	\$0	\$0	\$0	\$0			\$ -	
IT-COVID	\$0	\$0	\$0	\$0			\$ -	
SpEd COVID	\$0	\$0	\$0	\$0			\$ -	
BOE-COVID	\$0	\$0	\$0	\$0			\$ -	
<b>Sub Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$ -</b>	
<b>Total</b>	<b>\$7,277,693</b>	<b>\$7,277,693</b>	<b>\$232,296</b>	<b>\$7,277,693</b>			<b>\$ -</b>	<b>0.00%</b>
<b>excess cost =</b>								
<b>#1 rcv'd=</b>								
<b>#2 rcv'd =</b>								
<b>Total =</b>								

	Adopted Budget	Revised Budget	YTD July-June	Forecast	Var\$	Var%	Var\$ July	Var% July
<b>General Education</b>								
<b>Salaries</b>								
Certified	\$2,027,620	\$2,027,620	\$0	\$2,027,620			\$ -	0.00%
Curriculum (Supplemental)	\$43,033	\$43,033	\$10,575	\$43,033			\$ -	0.00%
Non-Certified	\$325,500	\$325,500	\$6,582	\$325,500			\$ -	0.00%
Nurse	\$52,883	\$52,883	\$0	\$52,883			\$ -	0.00%
<b>Total Salaries</b>	<b>\$2,449,036</b>	<b>\$2,449,036</b>	<b>\$17,157</b>	<b>\$2,449,036</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Benefits</b>	<b>\$529,045</b>	<b>\$529,045</b>	<b>\$73,923</b>	<b>\$529,045</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Services</b>								
BCS	\$5,230	\$5,230	\$0	\$5,230			\$ -	0.00%
Curriculum	\$93,220	\$93,220	\$6,524	\$93,220			\$ -	0.00%
IT	\$66,300	\$66,300	\$12,898	\$66,300			\$ -	0.00%
<b>Total Services</b>	<b>\$164,750</b>	<b>\$164,750</b>	<b>\$19,423</b>	<b>\$164,750</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Supplies</b>								
BCS	\$51,989	\$51,989	\$2,294	\$51,989			\$ -	0.00%
Curriculum	\$38,600	\$38,600	\$0	\$38,600			\$ -	0.00%
IT	\$102,800	\$102,800	\$68,243	\$102,800			\$ -	0.00%
<b>Total Supplies</b>	<b>\$193,389</b>	<b>\$193,389</b>	<b>\$70,537</b>	<b>\$193,389</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Other</b>								
BCS	\$1,300	\$1,300	\$0	\$1,300			\$ -	0.00%
Curriculum	\$1,003	\$1,003	\$0	\$1,003			\$ -	0.00%
IT	\$42,600	\$42,600	\$28,546	\$42,600			\$ -	0.00%
<b>Total Other</b>	<b>\$44,903</b>	<b>\$44,903</b>	<b>\$28,546</b>	<b>\$44,903</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Subtotal</b>	<b>\$3,381,124</b>	<b>\$3,381,124</b>	<b>\$209,585</b>	<b>\$3,381,124</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Special Education</b>								
Salaries	\$1,301,701	\$1,301,701	\$71,146	\$1,301,701			\$ -	0.00%
Benefits	\$340,576	\$340,576	\$35,302	\$340,576			\$ -	0.00%
Services	\$245,396	\$245,396	\$8,245	\$245,396			\$ -	0.00%
Supplies	\$28,769	\$28,769	\$316	\$28,769			\$ -	0.00%
Other	\$3,186	\$3,186	\$0	\$3,186			\$ -	0.00%
<b>Subtotal</b>	<b>\$1,919,628</b>	<b>\$1,919,628</b>	<b>\$115,010</b>	<b>\$1,919,628</b>			<b>\$ -</b>	<b>0.00%</b>
<b>Operations and Overhead</b>								
Salaries	\$1,024,163	\$1,024,163	\$136,051	\$1,024,163			\$ -	0.00%
Benefits	\$237,805	\$237,805	\$29,838	\$237,805			\$ -	0.00%
Services	\$168,265	\$168,265	\$41,255	\$168,265			\$ -	0.00%
Supplies	\$39,300	\$39,300	\$3,937	\$39,300			\$ -	0.00%
Utilities (Electricity)	\$85,000	\$85,000	\$4,095	\$85,000			\$ -	0.00%
Facilities and Maintenance	\$116,550	\$116,550	\$19,737	\$116,550			\$ -	0.00%
Student Transportation	\$281,759	\$281,759	\$0	\$ 281,759.00			\$ -	0.00%
Other	\$24,100	\$24,100	\$5,420	\$ 24,100.00			\$ -	0.00%
<b>Subtotal</b>	<b>\$1,976,942</b>	<b>\$1,976,942</b>	<b>\$240,332</b>	<b>\$ 1,976,941.50</b>			<b>\$ -</b>	<b>0.00%</b>
<b>COVID</b>								
BCS-COVID	\$0	\$0	\$0	\$0			\$ -	
Curriculum COVID	\$0	\$0	\$0	\$0			\$ -	
IT-COVID	\$0	\$0	\$0	\$0			\$ -	
SpEd COVID	\$0	\$0	\$0	\$0			\$ -	
BOE-COVID	\$0	\$0	\$0	\$0			\$ -	

# Memorandum



To: Board of Education Members  
From: Kai Byrd, Superintendent  
Date: August 10, 2022  
Re: CSDE Lunch Program Authorized Signers Form

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It is recommended under NEW BUSINESS:

The ED-099 Agreement for Child Nutrition Programs is the formal agreement between a sponsoring organization and the Connecticut State Department of Education (CSDE) to operate one or more of the U.S. Department of Agriculture's Child Nutrition Programs.

Page 4 of the Agreement designates representatives authorized to enter into an agreement with the CSDE and to sign the claims for reimbursement. The Agreement is permanent and amended as changes occur. The CSDE recognizes that one or both of the authorized signers will change periodically. The Authorized Signatures Change Form must be executed whenever one of the two authorized signers changes. Claims for reimbursement are valid only when signed by authorized signers on file the CSDE. Action by the Board of Education must occur to make changes to authorized signers so that claims can be signed and submitted, and reimbursement delays are avoided.

Recommended Motion:

- b. Move the Board of Education approve the Child Nutrition Authorized Signatures Change Form to include Superintendent, Kai Byrd as the first person and Business Manager, Brandy Spargo as the second person designated to authorize and sign Child Nutrition claims for reimbursement as required by the Connecticut State Department of Education.



Connecticut State Department of Education  
School Health, Nutrition and Family Services  
Child Nutrition Programs  
450 Columbus Boulevard, Suite 504  
Hartford, CT 06103-1841

For state use only	
Effective date:	_____
Agreement numbers:	
School programs	_____
Child care centers	_____
Adult day care centers	_____
Day care homes	_____
Summer food service	_____

## Authorized Signatures Change Form

Read the *Instructions for Completing the Authorized Signatures Change Form* before completing this form. Scan and e-mail the completed form to [CNPermanentAgreement@ct.gov](mailto:CNPermanentAgreement@ct.gov). Include "Authorized Signatures Change Form" in the subject line of the e-mail.

This is to certify that on September 14, 2022, as shown in the minutes of  
Bethany Public School District the following action was taken to  
revise the authorized signers of the **ED-099 Agreement for Child Nutrition Programs**.

1. **Signature 1:** The person designated below is authorized to sign this agreement and to sign claims for reimbursement.

_____	<u>Kai Byrd</u>
<i>Signature</i>	<i>Printed name</i>
<u>Superintendent</u>	<u>September 14, 2022</u>
<i>Title (superintendent of schools, mayor, selectman, president, chairperson of the board, pastor, or commissioner)</i>	<i>Date</i>
<u>kbyrd@bethany-ed.org</u>	<u>(203) 393-1170</u>
<i>E-mail</i>	<i>Phone number</i>

2. **Signature 2:** In the absence or incapacity of the first designated individual, the second person designated below is authorized to sign claims for reimbursement.

_____	<u>Brandy Spargo</u>
<i>Signature</i>	<i>Printed name</i>
<u>Business Manager</u>	<u>September 14, 2022</u>
<i>Title (assistant superintendent, business official, principal, headmaster, city or town manager, executive director, or deputy commissioner)</i>	<i>Date</i>
<u>bspargo@bethany-ed.org</u>	<u>203-393-1170</u>
<i>E-mail</i>	<i>Phone number</i>

3. **Signature 3:** The signature below certifies the above action.

_____	<u>Secretary of the Board</u>
<i>Signature</i>	<i>Title (secretary of corporation, town clerk, secretary of the board)</i>

This form is available at [https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/Authorized\\_Signatures\\_Change\\_Form.pdf](https://portal.ct.gov/-/media/SDE/Nutrition/NSLP/Forms/Authorized_Signatures_Change_Form.pdf). This institution is an equal opportunity provider.



# Bethany Public School District

## Board of Education Operational Goals

### 2021-2022

These goals reflect the **Board's priorities for its own operation**. Goals for the District and the Bethany Community School are reflected in the District Goals, the Superintendent's Goals, and the Bethany Strategic Plan 2020.

#### Goal #1

The Board will maintain a focus on high standards of learning, social development, and emotional support for all of our children, with continual improvement.

- Monitor student achievement through the examination of multiple sources of data regularly throughout the school year.
- Engage in regular dialogue with administration about both areas of strength and opportunities for improvement.
- Continually strive to support a well-rounded education for all students that takes into account their individual strengths, interests, and needs.
- Continually support the social, emotional, and physical needs of our students, both because these are important goals in and of themselves and because social, emotional, and physical health is essential for optimal learning.

#### Goal #2

The Board will continue and augment efforts in communication and outreach to staff, parents, students, and the broader community.

- Schedule and conduct Board of Education Open Forums two times a year.
- Encourage public attendance and participation, including by teachers and staff, at Board meetings.
- Communicate important issues to the school community, through letters and other mechanisms as appropriate, throughout the school year.
- Ensure the presence of Board members at major school events, to maintain the visibility and availability of Board members.

#### Goal #3

The Board will seek to enhance its efficacy and efficiency through professional development.

- Institute a structured orientation for new members to familiarize them with their roles and responsibilities as Board members.
- Continually seek out opportunities for professional development to enhance understanding and ability to function as effective Board members.

#### Goal #4

The Board will perform all of its duties with the highest ethical standards.

- The Board will be cognizant of the importance of confidentiality of both students and staff.

# Memorandum



To: Board of Education Members  
From: Kai Byrd, Superintendent  
Date: September 14, 2022  
Re: Superintendent Report

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## Under ADMINISTRATIVE REPORTS:

- Enrollment Update
- Facilities Update
- Personnel Update

**BETHANY COMMUNITY SCHOOL  
2022-2023 ENROLLMENT SUMMARY**

<b>Grade</b>	<b>AUG 31, 2022*</b>	<b>JUL 30, 2022*</b>
<b>PK</b>	27	24
<b>K</b>	44	43
<b>1</b>	56	57
<b>2</b>	54	54
<b>3</b>	71	69
<b>4</b>	65	66
<b>5</b>	64	64
<b>6</b>	47	47
<b>TOTAL</b>	<b>428</b>	<b>424</b>

\* Six Open Choice students included.

# Memorandum



To: Board of Education Members

From: Cheryl Kiesel

Date: September 14, 2022

Re: Director of Special Services, Curriculum, and Instruction Report

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## Under ADMINISTRATIVE REPORTS:

- **Curriculum**
  - Professional Development
  
- **Special Education**
  - Department Updates
  - CT-SEDS Update

# Memorandum



To: Board of Education Members

From: Tom Reed-Swale

Date: September 14, 2022

Re: Principal's Report

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Under ADMINISTRATIVE REPORTS:

- BCS Happenings