

NORTH STONINGTON BOARD OF EDUCATION  
North Stonington Education Center  
298 Norwich-Westerly Road  
North Stonington, CT 06359

*Our Goals: Safe, Valued, Sense of Belonging - Innovative Instruction – Efficient and Transparent Processes*

Wednesday, January 10, 2024

6:30 PM

**Regular Meeting**

Via Hybrid Meeting Platform

<https://us02web.zoom.us/j/88475260293?pwd=amZQN3p4S3dES3JXcWZhL2lrWXpqUT09>

Via Telephone: 646 558 8656

Meeting ID: 884 7526 0293

Passcode: 536684

**AGENDA**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment**  
*Please be advised that our meeting structure does not allow for two-way dialogue during public comment, but the Board uses this information to guide their decision-making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comment might lead to a topic being added to a future meeting agenda.*
5. **Reports**
  - a. Superintendent's Report
  - b. BOE Chair's Report
6. **Old Business**
7. **New Business**
8. **Facility and Finance Discussion**
  - a. Playground Update
  - b. Eversource Update
  - c. School Zone Lights
  - d. Irrigation Update
  - e. Accept November Finance Report
  - f. Present December Finance Report
  - g. Non-lapsing Account
  - h. Structure of Finance Committee and Meetings
  - i. Appointment of Finance Committee Members
9. **Policy and Advocacy Discussion**
  - a. Bylaws Discussion
  - b. Policy 1112 approval
10. **BOE Comments for Future Agenda Items**
11. **Public Comments**
12. **Adjournment**

**North Stonington Public Schools  
Business Managers Monthly Report  
December 13, 2023**

The total expenses for December were \$1,815,065.91 and the total year to date is \$6,914,854.09. We still have 53.05% of the budget left to spend. If we encumber the rest of the payroll and benefits for the rest of the year we have 11.11% of the budget left or 1.7 million dollars. Last year at this time we had 14.4% or 2.1 million dollars left. Most of the difference is in the timing of the health and dental insurance payments and an extra payroll in December of this year. The maintenance expenses are also more than last year.

The \$8,896.72 under Purchased Administrative Services (0130-310) is for the annual maintenance contract and license fees for Infinite Visions. Account number 0213-560 Tuition is for Adult Education that we pay once a year to Norwich Adult Education. Purchased Property Services (0700-400) was mostly for New England Mechanical; \$9,075 to replace the expansion tank bladder at WHS and \$6,696 for the third quarter maintenance contract payment. We paid the one time insurance waivers for \$30,200 (0830-205). We had more people taking the waiver this year than last year. Account 1400-560, Tuition is for special education tuition. This month it was mostly for students who have graduated but still receive services.

I received a quote to the energy audit and the cost was \$7,500 per building or \$5,000 per building if they didn't include the solar panels. I'm looking to get another quote from a different company.

We received the specs for the irrigation bid and will be reviewing it with Tom Irwin Associates on Monday and will report out at the meeting.

I reviewed the gas bills and questioned the demand charge for Wheeler as to why it was so much higher than the Elementary School. There was an error in the demand charges at WHS. We have not received a new bill yet, showing the savings.

## North Stonington Board of Education

### General Ledger - BOE Monthly Report

Fiscal Year: 2023-2024 From Date:12/1/2023 To Date:12/31/2023

Account Mask: 100????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

INTERNAL OBJECT / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
<b>0110 - Salaries, Central Office</b>						
110 - Salaries, Central Office	\$631,386.12	\$74,833.15	\$323,018.79	\$0.00	\$308,367.33	48.84%
<b>0130 - Expenses, Central Office</b>						
250 - Unemployment Compensation	\$15,000.00	\$455.00	\$1,365.00	\$0.00	\$13,635.00	90.90%
300 - Purchased Professional Services	\$25,000.00	\$502.50	\$5,309.58	\$0.00	\$19,690.42	78.76%
303 - E-Rate	\$2,300.00	\$0.00	\$2,000.00	\$0.00	\$300.00	13.04%
305 - GASB Studies	\$3,500.00	\$0.00	\$1,000.00	\$0.00	\$2,500.00	71.43%
310 - Purchased Administrative Services	\$36,600.00	\$8,596.72	\$18,784.99	\$0.00	\$17,815.01	48.67%
580 - Travel/Conferences	\$4,500.00	\$139.63	\$1,121.64	\$0.00	\$3,378.36	75.07%
690 - Other Supplies	\$9,000.00	\$2,585.83	\$8,680.01	\$295.00	\$24.99	0.28%
810 - Dues & Fees	\$16,000.00	\$200.00	\$22,211.61	\$0.00	(\$6,211.61)	-38.82%
<b>0140 - Negotiations Funds</b>						
300 - Purchased Professional Services	\$39,675.00	\$0.00	\$5,173.16	\$0.00	\$34,501.84	86.96%
<b>0211 - Salaries, Administrators</b>						
111 - Salaries, Administrative & Grants	\$607,948.00	\$70,147.86	\$301,427.14	\$0.00	\$306,520.86	50.42%
<b>0213 - Salaries, Teachers</b>						
110 - Salaries, Central Office	\$106,698.68	\$16,136.19	\$39,620.04	\$0.00	\$67,078.64	62.87%
112 - Teacher Salaries	\$6,621,178.60	\$834,683.64	\$2,601,429.32	\$0.00	\$4,019,749.28	60.71%
118 - Salaries, Social Workers	\$120,262.00	\$14,329.95	\$47,766.50	\$0.00	\$72,495.50	60.28%
120 - Other Salaries	\$184,000.00	\$27,343.88	\$70,338.57	\$0.00	\$113,661.43	61.77%
121 - Non-Public Nursing	\$15,061.88	\$51.95	\$7,298.28	\$0.00	\$7,763.60	51.54%
208 - Course Reimbursement	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$0.00	0.00%
320 - Purchased Professional/Ed. Svcs	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100.00%
321 - Tutoring Services	\$5,000.00	\$3,428.01	\$13,690.43	\$0.00	(\$8,690.43)	-173.81%
560 - Tuition	\$30,705.00	\$31,319.00	\$31,319.00	\$0.00	(\$614.00)	-2.00%
<b>0214 - Salaries, Guidance</b>						
112 - Teacher Salaries	\$158,324.00	\$18,429.63	\$59,437.96	\$0.00	\$98,886.04	62.46%
<b>0215 - Salaries, Secretarial</b>						
113 - Secretarial Salaries	\$204,232.40	\$25,670.30	\$98,968.14	\$0.00	\$105,264.26	51.54%
<b>0216 - Salaries, Teacher Assistants</b>						
116 - Aides Salaries	\$436,900.37	\$68,378.80	\$198,089.66	\$0.00	\$238,810.71	54.66%
<b>0217 - Salaries, Library/Media</b>						
112 - Teacher Salaries	\$172,463.00	\$21,556.62	\$71,855.40	\$0.00	\$100,607.60	58.34%
<b>0218 - Other Purchased Services</b>						

# North Stonington Board of Education

## General Ledger - BOE Monthly Report

Fiscal Year: 2023-2024 From Date:12/1/2023 To Date:12/31/2023

Account Mask: 100???????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

INTERNAL OBJECT / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
323 - Contracted Student Services	\$150,000.00	\$9,779.00	\$78,207.28	\$0.00	\$71,792.72	47.86%
0220 - Textbooks						
641 - Textbooks	\$28,246.10	\$93.39	\$36,855.57	\$1,960.65	(\$10,570.12)	-37.42%
0231 - Library Books						
642 - Library Books	\$3,150.00	\$317.13	\$3,505.47	\$0.00	(\$355.47)	-11.28%
0240 - Instructional Supplies						
611 - Instructional Supplies	\$129,559.70	\$4,580.55	\$69,797.24	\$5,859.99	\$53,902.47	41.60%
0250 - Other Expenses, Schools						
580 - Travel/Conferences	\$5,500.00	\$661.69	\$3,292.37	\$175.00	\$2,032.63	36.96%
612 - Administrative Supplies	\$7,518.06	\$338.10	\$7,127.51	\$296.90	\$93.65	1.25%
690 - Other Supplies	\$118,980.00	\$1,456.06	\$97,565.38	\$3,093.44	\$18,321.18	15.40%
890 - Other Miscellaneous Expenditures	\$28,611.52	\$712.00	\$17,952.95	\$253.00	\$10,405.57	36.37%
0400 - Nursing Supplies						
690 - Other Supplies	\$1,800.00	\$316.40	\$2,165.47	\$0.00	(\$365.47)	-20.30%
0500 - Transportation						
331 - Other services	\$20,000.00	\$2,467.44	\$7,113.87	\$0.00	\$12,886.13	64.43%
510 - Pupil Transportation	\$895,632.00	\$84,962.46	\$270,798.61	\$0.00	\$624,833.39	69.76%
518 - Special Education Transportation	\$150,000.00	\$24,675.60	\$85,196.80	\$85,558.70	(\$20,755.50)	-13.84%
519 - Purchased Student Transportation	\$63,565.00	\$1,433.10	\$16,995.64	\$0.00	\$46,569.36	73.26%
629 - Fuel for school buses	\$98,000.00	\$0.00	\$11,046.04	\$0.00	\$86,953.96	88.73%
0610 - Salaries, Custodial						
115 - Salaries, Custodial Overtime	\$20,000.00	\$0.00	\$2,770.92	\$0.00	\$17,229.08	86.15%
119 - Custodial Salaries	\$435,319.33	\$48,095.23	\$215,238.18	\$0.00	\$220,081.15	50.56%
0630 - Natural Gas						
400 - Purchased Property Services	\$75,000.00	\$7,301.92	\$30,594.41	\$0.00	\$44,405.59	59.21%
0640 - Utilities						
400 - Purchased Property Services	\$174,000.00	\$19,631.94	\$111,597.80	\$0.00	\$62,402.20	35.86%
530 - Communications	\$32,600.00	\$1,916.85	\$19,300.11	\$0.00	\$13,299.89	40.80%
0650 - Custodial Supplies/Services						
690 - Other Supplies	\$54,900.00	\$2,731.56	\$30,614.46	\$0.00	\$24,285.54	44.24%
0661 - Postage						
530 - Communications	\$3,500.00	\$0.00	\$2,374.25	\$0.00	\$1,125.75	32.16%
0700 - Maintenance Services						
400 - Purchased Property Services	\$125,000.00	\$27,425.66	\$107,595.26	\$13,296.00	\$4,108.74	3.29%
603 - Athletic Supplies	\$22,500.00	\$0.00	\$15,955.50	\$0.00	\$6,544.50	29.09%

# North Stonington Board of Education

## General Ledger - BOE Monthly Report

Fiscal Year: 2023-2024 From Date:12/1/2023 To Date:12/31/2023

Account Mask: 100????????????????

Account Type: EXPENDITURE

Print accounts with zero balance     
  Include Inactive Accounts     
  Include PreEncumbrance

INTERNAL OBJECT / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
703 - Repairs, Instructional Equipment	\$33,475.00	\$948.43	\$3,056.39	\$1,597.00	\$28,821.61	86.10%
704 - Repairs non-instructional equipment	\$50,000.00	\$0.00	\$37,306.18	\$10,316.00	\$2,377.82	4.76%
0725 - Lease of Equipment						
442 - Rental of Equipment and Vehicles	\$29,000.00	\$212.06	\$13,840.33	\$0.00	\$15,159.67	52.27%
0730 - Replacement Equipment						
702 - Replacement Equipment	\$0.00	\$0.00	\$7,931.82	\$3,410.04	(\$11,341.86)	100.00%
0812 - Social Security - Medicare						
220 - Social Security	\$268,034.39	\$52,807.77	\$132,416.92	\$0.00	\$135,617.47	50.60%
0830 - Employee Benefits						
205 - Insurance Waivers	\$18,000.00	\$30,200.00	\$30,200.00	\$0.00	(\$12,200.00)	-67.78%
260 - Workmen's Comp	\$95,000.00	\$21,175.79	\$63,868.65	\$0.00	\$31,131.35	32.77%
270 - Health Insurance	\$1,665,375.00	\$193,212.56	\$956,300.39	\$0.00	\$709,074.61	42.58%
271 - Dental Insurance	\$94,378.00	\$12,049.80	\$65,965.78	\$0.00	\$28,412.22	30.10%
272 - Eye Wear Reimbursement	\$4,000.00	\$150.00	\$1,447.80	\$0.00	\$2,552.20	63.81%
274 - HSA Contributions	\$145,800.00	\$25.00	\$71,147.05	\$0.00	\$74,652.95	51.20%
520 - Other Insurance	\$71,950.00	\$12,685.90	\$52,367.19	\$0.00	\$19,582.81	27.22%
0832 - Employee Retirement						
230 - Retirement Contributions	\$80,000.00	\$2,961.46	\$53,176.32	\$0.00	\$26,823.68	33.53%
1000 - Student Activities						
120 - Other Salaries	\$50,000.00	\$0.00	\$8,825.07	\$0.00	\$41,174.93	82.35%
441 - Rental of Land & Buildings	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
520 - Other Insurance	\$9,000.00	\$0.00	\$10,172.50	\$0.00	(\$1,172.50)	-13.03%
601 - Medical Supplies	\$2,700.00	\$86.00	\$1,101.60	\$0.00	\$1,598.40	59.20%
602 - Awards & Banquet Supplies	\$6,030.00	\$44.01	\$1,115.94	\$0.00	\$4,914.06	81.49%
603 - Athletic Supplies	\$8,500.00	\$0.00	\$1,523.80	\$0.00	\$6,976.20	82.07%
604 - Tournament Fees	\$3,330.00	\$0.00	\$1,595.00	\$0.00	\$1,735.00	52.10%
610 - General Supplies	\$23,450.00	\$1,175.42	\$9,275.73	\$385.00	\$13,789.27	58.80%
690 - Other Supplies	\$18,570.00	\$27.97	\$3,455.98	\$0.00	\$15,114.02	81.39%
1230 - New Equipment						
739 - Other Equipment	\$1,500.00	\$0.00	\$6,869.34	\$0.00	(\$5,369.34)	-357.96%
1400 - Tuition						
560 - Tuition	\$300,000.00	\$29,619.00	\$99,155.00	\$79,887.00	\$120,958.00	40.32%
561 - VO-AG Tuition	\$22,000.00	\$0.00	\$27,292.00	\$0.00	(\$5,292.00)	-24.05%
562 - Magnet School Tuition	\$49,875.00	\$0.00	\$55,881.00	\$0.00	(\$6,006.00)	-12.04%

North Stonington Board of Education

General Ledger - BOE Monthly Report

Fiscal Year: 2023-2024 From Date:12/1/2023 To Date:12/31/2023

Account Mask: 100????????????????

Account Type: EXPENDITURE

- Print accounts with zero balance
- Include Inactive Accounts
- Include PreEncumbrance

INTERNAL OBJECT / OBJECT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance	Percent Remains
<b>Grand Total:</b>	\$15,168,084.15	\$1,815,065.91	\$6,914,854.09	\$206,383.72	\$8,046,846.34	53.05%

End of Report

## BYLAWS OF THE BOARD - SERIES 9000

- 0. Role of Board and Members (Powers, Purposes, Duties) [9000](#) B
  - A. Responsibilities and Duties of Board of Education Members [9000.1](#) B
  - B. Statement of Integrity [9005](#) B
  - C. Limits of Authority [9010](#) B
  - D. Accountability [9011](#) B
  - E. Legal Responsibilities of Board of Education [9012](#) B
  - F. Public Statements [9020](#) B
    - (1) Advocacy [9020.1](#) B
  - G. Commitment to Democratic Principles in Relation to Community, Staff and Students [9030](#) B
    - (1) Conflicts in Public Education [9030.1](#) B
- 1. Organization
  - A. Number of Members; Terms of Office [9110](#) B
  - B. Election of Officers [9120](#) B
    - (1) Office of the Chairperson [9121](#) B
    - (2) Office of the Vice-Chairperson [9122](#) B
    - (3) Secretary [9123](#) B
    - (4) Recording Secretary/Clerk [9124](#) B
    - (5) Attorney [9125](#) B
  - C. Committees [9130](#) B
    - (1) Committee of the Whole [9131](#) B
    - (2) Standing Committee [9132](#) B
    - (3) Special Study Committees [9133](#) B
  - D. Board Representatives [9140](#) B
  - E. Board Consultants [9150](#) B
- 2. Members

- A. Election
  - (1) Oath of Office [9212](#) B
  - (2) Filling Vacancies [9221](#) B
  - (3) Resignation/Removal from Office [9222](#) B
- B. Orientation of Board Members [9230](#) B
- C. Board Member Development [9240](#) B
- D. Remuneration and Reimbursement [9250](#) B
- E. Board Member Protection [9260](#) B
- F. Conflict of Interest [9270](#) B
  - (1) Code of Ethics [9271](#) B
  - (2) Code of Conduct on Data Use [9272](#) B
- 3. Methods of Operation [9300](#) B
  - A. Development, Distribution and Maintenance of Manual of Policies, Regulations, Bylaws [9310](#) B
    - (1) Formulation, Adoption, Amendment of Policies [9311](#) B
      - (a) Review of Board Policy [9311.1](#) B
    - (2) Formulation, Adoption, Amendment of Bylaws [9312](#) B
    - (3) Formulation, Adoption, Amendment of Administrative Regulations [9313](#) B
    - (4) Suspension of Policies, Bylaws, Regulations [9314](#) B
  - B. Meetings
    - (1) Time, Place, Notification of Meetings [9321](#) B
      - (a) Work Sessions [9321.1](#) B
      - (b) Electronic Board of Education Meetings [9321.2](#) P
    - (3) Public and Executive Sessions [9322](#) B
    - (4) Construction of the Agenda [9323](#) B
      - (a) Advance Delivery of Meeting Materials [9324](#) B
    - (5) Meeting Conduct for Board Members [9325](#) B
      - (a) Public Participation at Board Meetings [9325.1](#) B



- (b) Quorum [9325.2](#) B
- (c) Consent Agenda [9325.21](#) B
- (d) Parliamentary Procedures [9325.3](#) B
- (6) Minutes and Records [9326](#) B
- (7) Electronic Mail Communications [9327](#) B
- C. Board/School System Records [9330](#) B
- D. School Board Memberships [9340](#) B
- E. Hearings [9350](#) B
- F. Legislative Program [9360](#) B
- 4. Monitoring Products and Processes [9400](#) B
- 5. Public Announcement Of Accomplishments [9410](#) B
  - A. Recognition of Accomplishments by Citizens, Staff Members or Members of the Board of Education [9420](#) B

**Community Relations****News Media Relationships**

Schools are public institutions serving the educational needs of the community. Therefore, it is important that information be disseminated concerning programs, activities, and significant school events. The Board recognizes the important role the media serves in reporting information about the District's program, services and activities. Therefore, the District will make reasonable efforts to provide media access to students.

To ensure that publicity is coordinated with a common effort and purpose, the following shall be followed with news media:

1. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.
2. School administrators are authorized to grant permission and set parameters for media access to students in their respective schools.
3. The media may interview and photograph students involved in instructional programs and school activities including athletic events if authorized by the Principal provided that their presence will not be unduly disruptive.
4. If, in the judgment of the administration, the presence of any photographer, broadcaster, or news journalist causes such disruption that orderly conduct of the activity becomes unfeasible, access by these individuals may be limited to the extent necessary to remove disruption.
5. News media personnel who intend to photograph, broadcast, or record for broadcast student activities shall provide appropriate identification to the school administrator, if requested, prior to access.
6. Only news media personnel employed by a newspaper, radio or television broadcasting company, or personnel of a recognized student news medium assigned to cover the activity shall be permitted to photograph, broadcast, or record for broadcast, such activity.
7. Media representatives wishing to photograph or identify particular students, must obtain parental or guardian approval as well as school administrator permission.
8. In the case of photographs, videotapes, and/or articles referring to students involved in athletic events parental or guardian permission may be provided on an annual basis.
9. Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly. Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly. Parents who do not want their student interviewed or photographed by the media should direct their child accordingly.

Legal Reference: Connecticut General Statutes

[1-226](#) Recording, broadcasting or photographing meetings

Policy adopted:

**Community Relations****Media Access to Students**

The Board recognizes the important role the media serves in reporting information about the district's program, services and activities. Therefore, the district will make every reasonable effort to provide media access to students.

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Building administrators shall inform the Superintendent any time news media personnel are present at the schools. Such notification shall include the stated purposes of the news media visitor. The media may interview and photograph students involved in instructional programs and school activities including athletic events provided their presence will not be unduly disruptive and shall comply with Board policies and district goals.

Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. For activities attended by the general public, including school athletes and performing arts events, permission shall not generally be required.

Media representatives wishing to photograph or identify particular students, must obtain parental or guardian approval. Such permission shall not be required before photographs, videotapes, and/or articles referring to students involved in athletic and performing arts events may be published.

Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly.

Information obtained by media representatives directly from students does not require parental approval prior to publication by the media. Parents who do not want their student interviewed or photographed by the media may direct their student accordingly.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

Parents will be advised of the district's media access to student's policy at the time of the student's registration and each fall in the student/parent handbook. At the time of registration parents will have the option of granting permission for their students to be photographed or videotaped. If the permission form is not completed by the parent/guardian then permission to be photographed or videotaped will not be granted. Parents may change their students' permission at any time.

(cf. [5125](#) - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

[1-213](#) Access to public records. Exempt records.

[10-209](#) Records not to be public.

Federal Family Educational Rights and Privacy Act, Sec. 438, 20 U.S.C. Sec 1232g (1988).

Title I - Amendments to the Individuals with Disabilities Act. (PL 105-17)

**Policy adopted:**

**Community Relations**

**Videotaping of Staff/Students**

Videotaping and filming of school district employees shall have the prior written consent of the Building Principal and the participating employees. If any student is to be filmed or videotaped and will be identified or a primary subject of the filming or videotaping, prior written consent/release/waiver shall be obtained from the student's lawful custodian. Additionally, if a student is disabled or exceptional and if such student will be identifiable as such on the film or videotape, prior written consent/release/waiver shall be obtained from the student's lawful custodian. If film or videotape is to be used for any purpose other than the purpose set forth on the employee consent form, then release/waiver forms shall be obtained from each participating employee and his/her Principal.

(cf. [1112](#) News Media Relationships)

Policy adopted: