

**Brooklyn Board of Education
Regular Meeting
Agenda
February 28, 2018**

7:00pm Central Office Community Room

-
1. Attendance, Establishment of a Quorum, Call to Order
 2. Pledge of Allegiance
 3. Public Comments
 4. Approval of Minutes
 - a. Board of Education Special Meeting: Budget Workshop January 24, 2018
 - b. Board of Education Meeting January 24, 2018
 - c. Board of Education Special Meeting: Grievance Hearing February 8, 2018
 - d. Board of Education Special Meeting: 2018-19 Calendar February 8, 2018
 - e. Board of Education Special Meeting: Budget workshop February 21, 2018
 - f. Board of Education Special Meeting: Lighthouse District Meeting February 21, 2018
 5. Correspondence and Communication
 - a. Quinebaug Valley Special Olympics Talent Showcase Coordinator, Michelle Plucenik Request for the Board of Education to waive building use fees
 - b. Thank you notes
 6. Brooklyn's Best
BES:

BMS:
 7. Administrative Reports:
 - a. Current budget
 - b. Substitute Calling Service: follow up from current substitute teachers about moving to Frontline AESOP substitute calling service
 8. Board of Education Committee Reports
 9. Board Representatives to Other Committees
 10. Old Business
 11. New Business
 - a. Discussion of the Superintendent's Proposed Estimate of Expenditures to the Board of Education
 - b. Current Enrollment Report

- c. School Calendar 2018-19
- d. Review dates for 2018-19 Budget Steering Committee Meetings if needed
- e. Budget Update Policy Review: (Second Read)
 - 6171 Special Education
 - 4118.22 Code of Ethics
 - 5145.511 Sexual Abuse Prevention and Education Program
 - 5113 Attendance/Excuses/Dismissal
 - 5113.2 Truancy
 - 6146.2 Statewide Proficiency/Mastery Examinations
 - 4131 Staff Development
 - 6146 Graduation Requirements
 - 5125 Student Records; Confidentiality
 - 3520.13 Data-Based Information and Management System
 - 3516.33 Do Not Resuscitate Order
 - 4112.2 Certification
 - 5141.3 Health Assessments and Immunizations
 - 2141 Recruitment and Appointment of Superintendent
 - 4111/4211 Recruitment and Selection
 - 6172.1 Gifted and Talented Students Program
 - 6111 School Calendar
 - 5144.1 Use of Physical Force
 - 5114 Suspension and Expulsion/Due Process
 - 4112.51/4212.51 Employee/Reference Checks

12. Other

13. Public Comments

14. Executive Session

- a. Discussion of superintendent's mid-year evaluation

15. Adjournment

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 3
Date: February 28, 2018

AGENDA REPORTING FORM


Subject: Public Comment

Background: The Board of Education welcomes members of the public to share their thoughts, comment on current or future agenda items or ask questions.

We would ask that you state your name and address for the record and direct your comments to the BOE for consideration. The BOE is not permitted to engage in a discussion or answer questions during public comment but welcome you to share your thoughts or questions. We welcome and will consider your input. We would ask that you keep your comments to 2-3 minutes.

Recommendation:

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 4
Date: February 28, 2018

AGENDA REPORTING FORM

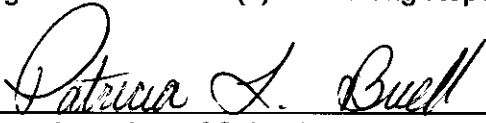
Subject: Approval of Meeting Minutes

Background: The Board is asked to approve the draft of the minutes from:

- a. Board of Education Special Meeting: Budget Workshop January 24, 2018
- b. Board of Education Meeting January 24, 2018
- c. Board of Education Special Meeting: Grievance Hearing February 8, 2018
- d. Board of Education Special Meeting: 2018-19 Calendar February 8, 2018
- e. Board of Education Special Meeting: Budget workshop February 21, 2018
- f. Board of Education Special Meeting: Lighthouse District Meeting February 21, 2018

Recommendation: Motion to approve the Brooklyn Board of Education meeting minutes.

Signature of Person(s) Submitting Report



Superintendent of Schools

The Board of Education Town of Brooklyn

116 Gorman Road
Brooklyn, CT 06234

Aimee Genna, Chair
Kelly Coddling, Vice Chair
Keith Atchinson, Secretary

Eric Anderson
Mae Lyons
Joan Trivella

The Brooklyn Board of Education held a budget workshop on January 24, 2018 at the Brooklyn Schools Central Office Conference Room. In attendance were: Aimee Genna, Chair, Joan Trivella, Vice Chair, Mae Lyons, Kelly Coddling, Nate Richards and Keith Atchinson.

Also in attendance were: Patricia L. Buell, Superintendent, Alan Yanku, BMS Principal, Shelley Michaud, BES Principal, Heather Tamsin, BMS Ass't Principal, C. Mark Weaver BES Ass't Principal, Rick Ives, First Selectman Brooklyn, Kathy Erickson, Town Finance Director, Jeffrey Otto, Chair, Board of Finance.

1. Meeting was called to order by Aimee Genna 6:10 pm
2. BMS and BES Administration presented information regarding their budgets.
3. Superintendent Buell reviewed the Special Education budget with the Board.
4. Next budget meeting is set for February 21st at 6:30 pm.

The Board of Education

**Town of Brooklyn
119 Gorman Road
Brooklyn, CT 06234**

**Almee Genna, Chair
Joan Trivella, Vice Chair
Keith Atchinson, Secretary**

**Mae Lyons
Kelly Coddling
Nathan Richards**

January 24, 2018

The Brooklyn Board of Education held its regular monthly meeting on January 24, 2018 in the Central Office Community Room. In attendance were: Mrs. Genna, Mrs. Lyons, Mr. Atchinson and Mr. Richards. Mrs. Buell, Superintendent, and Mr. Otto, Board of Finance were also in attendance. Members of the teaching staff and public were in the audience.

**Absent Excused: Mrs. Trivella
Mrs. Coddling**

1. Call to Order

Mrs. Genna called the meeting to order at 7:09 PM

Mrs. Trivella and Mrs. Coddling are absent excused.

2. Pledge of Allegiance

3. Public Comments

None

4. Approval of Minutes - December 19, 2017

Mrs. Trivella's absence was excused.

Remove Item 6 a & b from pages 2 and 3 in that it is listed earlier in the Minutes

**Motion to approve the Regular Meeting Minutes of December 19, 2017 as amended
(Lyons / Richards)**

Unanimous vote to approve

5. Correspondence and Communication

a. Brooklyn Democratic Town Committee Donation

Mrs. Buell presented a thank you letter that was written to the Brooklyn Democratic Town Committee who made a donation to the cross country and track teams in memory of George Keeling, Jr.

- b. Donation from the Jewett City Savings Bank following the Grade 1 performance

A thank you letter was also written to the Jewett City Savings Bank for the \$500.00 donation made to the Brooklyn Public Schools following the Grade 1 holiday performance.

6. Brooklyn's Best

The 4th grade students submitted their writings into a contest. Thirty-nine fourth grade students' writing was selected for publication.

The boy's and girl's basketball teams are doing very well.

Mr. Maloney submitted a video to the Follett Challenge. The public votes, and up to \$60,000 can be won.

Ms. Jung and Ms. Brady have applied for a \$5,000 Stem Program grant.

7. Administrative Reports

- a. Current Budget

A copy of the current budget status was included in the Board of Education members packets.

- b. Substitute Calling Service

Mrs. Buell presented the Board of Education members with information from various Substitute Calling Services. She explained how the substitute calling / selection process works now, and how it would work if a service was utilized. She recommended using Frontline / Aesop.

8. Board of Education Committee Reports

Nothing to discuss at this time.

9. Board Representatives to Other Committees

This month's Board of Finance meeting was cancelled.

Mrs. Lyons did not attend the Recreation Committee meeting.

Mr. Atchinson did not attend the Killingly High School meeting.

Mrs. Genna stated that committee representation selection will take place at next month's meeting.

10. Old Business

a. Transportation Updates

Mrs. Buell informed that the new schedule began on January 18, 2018 with the school day starting at 8:45 and ending at 3:15 for both the elementary and middle school. The transition has run very smoothly thus far.

11. New Business

a. Enrollment Report

Enrollment remains consistent. There are 5 sessions of kindergarten anticipated for the 2018-2019 school year.

b. Approval of Killingly High School Contract

Motion to approve the Killingly High School Contract with the typographical changes and clarification on the potential liability costs
(Richards / Atchinson)
Unanimous vote to approve

c. Review Dates for 2018-2019 Budget Steering Committee Meetings

February 21, 2018	5:30 - 6:30 PM Budget Workshop
	6:30 - 8:30 PM Lighthouse District Training
February 28, 2018	6:00 - 7:00 PM Budget Workshop
	7:00 PM BOE Meeting

The Board of Education will present their budget to the Board of Finance at their meeting on March 21, 2018.

12. Other

Mrs. Buell gave the Board of Education members draft calendars for the 2018-2019 school year. The members will review them and vote at the February meeting.

13. Public Comments

Amy Landis, Fairway Drive, stated that transportation has gone well from her standpoint as a parent and a substitute.

14. Executive Session

a. Matters Concerning Security

b. Discussion of Superintendent's Mid-Year Evaluation

Motion to enter into executive session at 8:19 PM to discuss security matters and to discuss the superintendent's mid-year evaluation. The Board of Education does not intend to make any decisions or hold a vote following executive session and will adjourn the meeting. We would like to invite Superintendent Buell into executive session.

(Atchinson / Lyons)

Unanimous to approve

Out of executive session at 9:16 PM

15. Adjournment

Motion to adjourn at 9:17 PM

(Lyons / Richards)

Unanimous vote to approve

Respectfully Submitted
Joann M. Engel
Recording Secretary

schools days the first day to be taken is Friday, April 20th with additional days preceding the 20th. Trivella/Codding – Unanimous

4. Public Comment-
No public comment
5. Adjourn –
Motion to adjourn at 18:31 Trivella/Codding - Unanimous

The Board of Education Town of Brooklyn

116 Gorman Road
Brooklyn, CT 06234

Aimee Genna, Chair
Kelly Coddling, Vice Chair
Keith Atchinson, Secretary

Eric Anderson
Mae Lyons
Joan Trivella

The Brooklyn Board of Education held a grievance hearing on February 8, 2018 at the Brooklyn Schools Central Office Conference Room. In attendance were: Aimee Genna, Chair, Joan Trivella, Vice Chair, Mae Lyons, Kelly Coddling and Nate Richards.

Also in attendance were: Patricia L. Buell, Superintendent, Atty. Anne Littlefield, Shipman & Goodwin, LLC, Steven Ozga, CEA Representative, Kristen Schaetzle, BEA President and several members of the teaching staff.

1. Call to Order –
Mrs. Genna called the meeting to order at 4:30 p.m.
2. Members of the Board of Education heard comments from Mr. Ozga and teachers.
3. Attorney Littlefield provided the Board with additional information.
4. The Board of Education members excused themselves for a non-meeting discussion at 5:05 pm and returned at 5:50 pm.
5. Motion to uphold the prior decision of Dr. Mary Conway regarding grievance.
Trivella/Lyons, unanimous
6. Motion to adjourn at 5:55 pm Trivella/Lyons, unanimous.

The Board of Education Town of Brooklyn

116 Gorman Road
Brooklyn, CT 06234

Aimee Genna, Chair
Joan Trivella, Vice Chair
Keith Atchinson, Secretary

Kelly Coddling
Mae Lyons
Nate Richards

The Brooklyn Board of Education held a Special Meeting on February 8, 2018 at the Brooklyn Schools Central Office. In attendance were: Aimee Genna, Chair, Joan Trivella, Vice Chair, Kelly Coddling, Mae Lyons and Nate Richards.

Also in attendance: Patricia Buell, Superintendent
Excused Absence: Keith Atchinson

1. Call to Order-
Mrs. Genna called the meeting to order at 18:03pm
2. Public Comment-
No public comment
3. Possible Calendar Changes 17-18 –
Mrs. Buell reviewed the 2017-2018 current calendar and the 7 days of school that we have missed this year due to weather conditions.

We have missed a total of 7 school days.
2 furlough days agreed upon by staff
5 days need to be made up

Original last day of school: Wednesday, 6/13
Current last day of school: Wednesday, 6/20 if we do not change any days.

The Board discussed having school on 2/20, 3/9 and 3/30. The Board discussed that 3/30 is a holiday in the contracts of many employees and it would be difficult to make it a work day.

Motion to make 2/20 and 3/9 school days. Trivella/Coddling – Unanimous

Motion that if we have more than 4 additional snow days this school year, April vacation will need to be considered for additional makeup days. If April vacation must become

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Eric Anderson
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The Brooklyn Board of Education held a budget workshop on February 21, 2018 at the Brooklyn Schools Central Office Conference Room. In attendance were: Aimee Genna, Chair, Joan Trivella, Vice Chair, Mae Lyons, Kelly Coddling, Nate Richards and Keith Atchinson.

Also in attendance were: Patricia L. Buell, Superintendent, Rick Ives, First Selectman, Kathy Erickson, Town Finance Director.

1. Meeting was called to order by Aimee Genna 17:32 pm
2. Superintendent Buell reviewed the BOE Proposed Estimate of Expenditures by object and location. The Superintendent's proposed budget is a 4.04% increase over the 2017-2018 budget.
3. The Board discussed the budget and asked Superintendent Buell to explore a few additional items which will be shared at the next budget workshop on February 28, 2018.
4. Budget documents will be posted to the Brooklyn School's website with questions and answers. Anyone wishing to ask questions about the budget is encouraged to attend future budget workshops or email budgetquestions@brooklynschools.org
5. Motion to adjourn at 18:24 pm Trivella/Lyons

The Board of Education Town of Brooklyn

116 Gorman Road
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Kelly Coddling, Vice Chair
Keith Atchinson, Secretary

Eric Anderson
Mae Lyons
Joan Trivella

The Brooklyn Board of Education held a Lighthouse District workshop on February 21, 2018 at the Brooklyn Schools Central Office Conference Room. In attendance were: Aimee Genna, Chair, Joan Trivella, Vice Chair, Mae Lyons, Kelly Coddling, Nate Richards and Keith Atchinson.

Also in attendance were: Patricia L. Buell, Superintendent, Nick Caruso, CABE

1. Meeting was called to order by Aimee Genna 18:30 pm
2. Mr. Caruso facilitated a professional development session for Board members.
3. Next session of Lighthouse training is set for April 11, 2018 from 5:30 pm – 7:30 pm.
4. Meeting to adjourn at 20:30 pm Trivella/Coddling

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 6
Date: February 28, 2018


AGENDA REPORTING FORM

Subject: Brooklyn's Best

Background: This agenda item is designed to spotlight some of Brooklyn's Best

Recommendation: No motion is needed, this is informational only.

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 7
Date: February 28, 2018

AGENDA REPORTING FORM

Subject: Administrative Reports

Background: a. Current Budget Status

b. Substitute Calling Service: follow up from Mrs. Buell

Six current substitutes were asked four questions about the AESOP automated subservice.

1. 6/6 substitutes only sub for Brooklyn
2. 1/6 substitutes have used the AESOP service.
3. 2/6 substitutes indicated that they do not use their phone/computers often enough to review online requests to substitute and it may impact their ability to secure substitute jobs.
3/6 indicated that they would be interested in using the service and it would not impact their ability to secure substitute jobs.
4. No new referrals for substitutes were gathered as a result of this survey

Recommendation: No action needed

Signature of Person(s) Submitting Report



Superintendent of Schools

Brooklyn Board of Education

Copy of Object Summary for Brooklyn Schools

Fiscal Year: 2017-2018

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

From Date: 7/1/2017

To Date: 2/28/2018

Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1010.00000.0000.000.51100	Salaries Administration	\$714,813.00	\$463,379.20	\$463,379.20	\$251,433.80	\$233,331.06	\$18,102.74	2.53%
1010.00000.0000.000.51103	Salaries-Substitute Teachers	\$149,600.00	\$57,672.63	\$57,672.63	\$91,927.37	\$21,121.62	\$70,799.75	47.33%
1010.00000.0000.000.51104	Salaries-Substitute Instructio	\$70,000.00	\$19,935.48	\$19,935.48	\$50,064.52	\$4,112.92	\$45,951.60	65.65%
1010.00000.0000.000.51110	Salaries-Support Staff	\$841,386.98	\$564,351.19	\$564,351.19	\$277,035.79	\$283,962.73	\$6,926.94	-0.82%
1010.00000.0000.000.51111	Salaries-Teachers	\$5,059,972.00	\$2,898,262.23	\$2,898,262.23	\$2,161,709.77	\$2,229,148.41	\$67,438.64	-1.33%
1010.00000.0000.000.51112	Salaries-Instructional Aides	\$645,531.33	\$408,742.60	\$408,742.60	\$236,788.73	\$252,600.01	\$15,811.28	-2.45%
1010.00000.0000.000.51131	Salaries-Custodial O/T	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
1010.00000.0000.000.51131	Salaries Cafe Overtime	\$500.00	\$2,524.63	\$2,524.63	\$2,024.63	\$0.00	\$2,024.63	-40.49%
1010.00000.0000.000.51151	Additional Compensation-Teache	\$61,368.88	\$16,948.62	\$16,948.62	\$44,420.26	\$9,127.50	\$35,292.76	57.51%
1010.00000.0000.000.52100	Health/Dental Insurance	\$1,700,774.00	\$1,169,820.09	\$1,169,820.09	\$530,953.91	\$471,929.50	\$59,024.41	3.47%
1010.00000.0000.000.52200	Fica/Medicare Employer portion	\$256,618.00	\$122,641.29	\$122,641.29	\$133,976.71	\$11,725.74	\$122,250.97	47.64%
1010.00000.0000.000.52300	Pension/Retirement Expenses	\$212,950.00	\$216,075.00	\$216,075.00	\$3,125.00	\$1,250.00	\$4,375.00	-2.05%
1010.00000.0000.000.52510	Tuition Reimbursement	\$12,500.00	\$3,200.00	\$3,200.00	\$9,300.00	\$0.00	\$9,300.00	74.40%
1010.00000.0000.000.52600	Unemployment	\$3,000.00	\$19,410.22	\$19,410.22	\$16,410.22	\$33,236.78	(\$49,647.00)	-1654.90%
1010.00000.0000.000.52700	Workers Compensation	\$79,671.00	\$60,324.88	\$60,324.88	\$19,346.12	\$20,109.60	(\$763.48)	-0.96%
1010.00000.0000.000.52800	Life Insurance	\$20,800.00	\$8,610.32	\$8,610.32	\$12,189.68	\$0.00	\$12,189.68	58.60%
1010.00000.0000.000.53020	Legal Services	\$20,000.00	\$31,876.50	\$31,876.50	\$11,876.50	\$9,146.00	\$21,022.50	-105.11%
1010.00000.0000.000.53200	Professional Educational Servi	\$87,670.00	\$65,595.23	\$65,595.23	\$22,074.77	\$12,233.48	\$9,841.29	11.23%
1010.00000.0000.000.53230	Pupil Services	\$40,000.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$40,000.00	100.00%
1010.00000.0000.000.53400	Other Professional Services	\$80,000.00	\$5,750.00	\$5,750.00	\$74,250.00	\$0.00	\$74,250.00	92.81%
1010.00000.0000.000.53410	Audit	\$8,030.00	\$2,500.00	\$2,500.00	\$5,530.00	\$0.00	\$5,530.00	68.87%
1010.00000.0000.000.53500	Technical Services	\$35,000.00	\$10,500.00	\$10,500.00	\$24,500.00	\$14,500.00	\$10,000.00	28.57%
1010.00000.0000.000.53520	Other Technical Services	\$38,400.00	\$42,291.15	\$42,291.15	\$3,891.15	\$8,269.84	(\$12,160.99)	-31.67%
1010.00000.0000.000.53540	Sports Officials	\$4,704.00	\$1,227.56	\$1,227.56	\$3,476.44	\$1,310.16	\$2,166.28	46.05%
1010.00000.0000.000.54101	Refuse Removal	\$26,000.00	\$8,392.16	\$8,392.16	\$17,607.84	\$4,196.08	\$13,411.76	51.58%
1010.00000.0000.000.54300	Equipment Repairs	\$16,800.00	\$18,023.77	\$18,023.77	\$1,223.77	\$7,284.92	(\$8,508.69)	-50.85%
1010.00000.0000.000.54301	Building Maintenance	\$40,000.00	\$4,283.44	\$4,283.44	\$35,716.56	\$984.75	\$34,731.81	86.83%
1010.00000.0000.000.54302	Fire/Security Maintenance	\$14,300.00	\$0.00	\$0.00	\$14,300.00	\$716.28	\$13,583.72	94.99%
1010.00000.0000.000.54303	Grounds Maintenance	\$15,000.00	\$9,007.85	\$9,007.85	\$5,992.15	\$2,082.14	\$3,910.01	26.07%
1010.00000.0000.000.54320	Technology Related Repairs	\$2,237.00	\$78.75	\$78.75	\$2,158.25	\$441.78	\$1,716.47	76.73%
1010.00000.0000.000.54411	Water/Sewer	\$22,000.00	\$11,678.31	\$11,678.31	\$10,321.69	\$4,417.69	\$5,904.00	26.84%
1010.00000.0000.000.54430	Rental of Computer Related Equ	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
1010.00000.0000.000.55100	Pupil Transportation-Local/Hig	\$732,017.00	\$391,712.92	\$391,712.92	\$340,304.08	\$375,763.08	(\$35,459.00)	-4.84%
1010.00000.0000.000.55110	Student Transportation-Spec. E	\$401,581.00	\$134,179.39	\$134,179.39	\$267,401.61	\$375,116.61	(\$107,715.00)	-26.82%
1010.00000.0000.000.55150	Transportation-Athletics/Field	\$24,558.56	\$3,263.48	\$3,263.48	\$21,295.08	\$9,731.37	\$11,563.71	47.09%
1010.00000.0000.000.55200	Property & Liability Insurance	\$71,947.00	\$54,964.23	\$54,964.23	\$16,982.77	\$18,326.53	\$1,343.76	-1.87%
1010.00000.0000.000.55300	Communications	\$9,195.00	\$6,071.54	\$6,071.54	\$3,123.46	\$4,472.86	(\$1,349.40)	-14.68%
1010.00000.0000.000.55301	Postage	\$3,000.00	\$805.49	\$805.49	\$2,194.51	\$194.51	\$2,000.00	66.67%
1010.00000.0000.000.55400	Advertising	\$5,000.00	\$2,488.74	\$2,488.74	\$2,511.26	\$550.00	\$1,961.26	39.23%
1010.00000.0000.000.55800	Tuition-High School	\$4,031,599.00	\$2,591,881.28	\$2,591,881.28	\$1,439,717.72	\$1,646,085.03	(\$206,367.31)	-5.12%
1010.00000.0000.000.55610	Tuition-Vo Ag	\$55,200.00	\$0.00	\$0.00	\$55,200.00	\$77,610.00	\$22,410.00	13.48%
1010.00000.0000.000.55630	Tuition-Spec. Ed Private	\$799,659.00	\$567,775.22	\$567,775.22	\$231,883.78	\$551,519.16	(\$319,635.38)	-39.87%
1010.00000.0000.000.55640	Tuition-Spec. Ed-In State LEA	\$176,498.00	\$210,948.73	\$210,948.73	(\$34,450.73)	\$502,295.62	(\$536,746.35)	-304.11%
1010.00000.0000.000.55650	Tuition-Spec. Ed-Private Out o	\$135,003.00	\$87,009.05	\$87,009.05	\$47,993.95	\$38,554.90	\$9,439.05	6.99%
1010.00000.0000.000.55800	Travel Reimbursement	\$11,920.00	\$1,501.66	\$1,501.66	\$9,998.34	\$2,079.13	\$7,919.21	68.86%
1010.00000.0000.000.55810	Services Purchased From Another	\$27,921.00	\$49,117.00	\$49,117.00	\$21,196.00	\$0.00	\$21,196.00	-75.91%
1010.00000.0000.000.56100	General Supplies	\$103,117.00	\$63,836.31	\$63,836.31	\$39,280.69	\$10,789.72	\$28,490.97	27.63%
1010.00000.0000.000.56110	Instructional Supplies	\$81,023.32	\$47,957.00	\$47,957.00	\$33,066.32	\$8,868.09	\$24,198.23	29.87%
1010.00000.0000.000.56120	Admin Supplies	\$11,456.29	\$7,218.74	\$7,218.74	\$4,237.55	\$1,470.25	\$2,767.30	24.16%
1010.00000.0000.000.56220	Electricity	\$180,700.00	\$106,159.36	\$106,159.36	\$74,540.64	\$74,540.64	\$0.00	0.00%

Brooklyn Board of Education

Copy of Object Summary for Brooklyn Schools

Fiscal Year: 2017-2018

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

From Date: 7/1/2017

To Date: 2/28/2018

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1010.00000.0000.000.56230	Propane Gas	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
1010.00000.0000.000.56240	Fuel Oil	\$76,516.00	\$67,524.30	\$67,524.30	\$8,991.70	\$40,638.70	(\$31,647.00)	-41.36%
1010.00000.0000.000.56260	Gasoline/Diesel	\$104,874.00	\$26,785.47	\$26,785.47	\$78,088.53	\$78,088.53	(\$0.30)	0.00%
1010.00000.0000.000.56400	Books	\$1,769.00	\$1,863.32	\$1,863.32	(\$94.32)	\$0.00	(\$94.32)	-5.33%
1010.00000.0000.000.56410	Textbooks	\$36,242.46	\$16,749.08	\$16,749.08	\$19,493.38	\$12.63	\$19,480.75	53.75%
1010.00000.0000.000.56420	Library Books	\$9,950.00	\$2,918.80	\$2,918.80	\$7,031.20	\$1,241.64	\$5,789.56	58.19%
1010.00000.0000.000.56430	Periodicals	\$9,762.92	\$8,320.29	\$8,320.29	\$1,442.63	\$1,476.86	(\$34.23)	-0.35%
1010.00000.0000.000.56500	Supplies - Technology Related	\$8,592.00	\$2,878.96	\$2,878.96	\$5,713.04	\$16.75	\$5,696.29	66.30%
1010.00000.0000.000.56900	Other Supplies	\$9,529.78	\$535.35	\$535.35	\$8,994.43	\$94.59	\$8,899.84	93.39%
1010.00000.0000.000.57345	Instructional Equipment	\$4,396.00	\$3,896.54	\$3,896.54	\$499.46	\$509.14	(\$9.68)	-0.22%
1010.00000.0000.000.57350	Technology Software	\$46,453.48	\$10,991.80	\$10,991.80	\$35,461.68	\$700.00	\$34,761.68	74.83%
1010.00000.0000.000.58100	Dues and Fees	\$59,673.00	\$48,270.31	\$48,270.31	\$11,402.69	\$3,983.11	\$7,419.58	12.43%
1010.00000.0000.000.59140	Contingency	\$44,993.00	\$2,500.00	\$2,500.00	\$42,493.00	\$0.00	\$42,493.00	94.44%
FUND: School General Fund - 1010		\$17,593,353.00	\$10,763,227.46	\$10,763,227.46	\$6,830,125.54	\$7,432,125.74	(\$602,000.20)	-3.42%

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item

8, 9

Date:
2018

February 28,

AGENDA REPORTING FORM

Subject:

Board of Education Committee Reports
Board Representatives to Other Committees

Background:

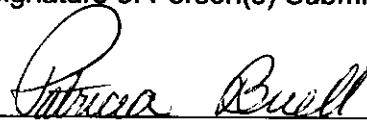
Reports are given about committee work as well as representatives from other committees.

- a. Budget Steering Committee Report
- b. Representatives to Other Committees

Recommendation:

No Action Needed

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 11 a, b, c
Date: December 19, 2017

AGENDA REPORTING FORM

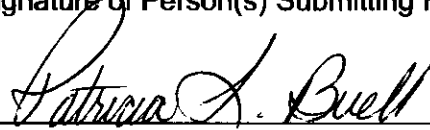
Subject: **New Business**

Background: Discussion of the Superintendent's Proposed Estimate of Expenditures to
the Board of Education

- a. Current Enrollment Report
- b. School Calendar 2018-19
- c. Review dates for 2018-19 Budget Steering Committee Meetings if needed
- d. Budget Update Policy Review: (Second Read)
 - 6171 Special Education
 - 4118.22 Code of Ethics
 - 5145.511 Sexual Abuse Prevention and Education Program
 - 5113 Attendance/Excuses/Dismissal
 - 5113.2 Truancy
 - 6146.2 Statewide Proficiency/Mastery Examinations
 - 4131 Staff Development
 - 6146 Graduation Requirements
 - 5125 Student Records; Confidentiality
 - 3520.13 Data-Based Information and Management System
 - 3516.33 Do Not Resuscitate Order
 - 4112.2 Certification
 - 5141.3 Health Assessments and Immunizations
 - 2141 Recruitment and Appointment of Superintendent
 - 4111/4211 Recruitment and Selection
 - 6172.1 Gifted and Talented Students Program
 - 6111 School Calendar
 - 5144.1 Use of Physical Force
 - 5114 Suspension and Expulsion/Due Process
 - 4112.51/4212.51 Employee/Reference Checks

- Recommendation:
- a. Budget: No action required. Reminder to email questions to budgetquestions@brooklynschools.org
 - b. Enrollment: No action required.
 - c. **Motion:** I make a motion to approve the Brooklyn Public Schools 2018-19 School Calendar.
 - d. **Motion:** (if additional dates are needed for budget workshops)
 - e. **Motion:** Motion to approve the following policies:
(list policies with edits)

Signature of Person(s) Submitting Report



Superintendent of Schools

Brooklyn Public Schools Enrollment Report

2/21/2018

Average Class Size		19.25	15.8	17.6	19.25	19	Total
Pre-K		K	1	2	3	4	
AM Class 1	18, 17, 18, 17, 18	19	16	18	20	20	
PM Class 1	18, 15, 18, 15, 18	20	14	17	19	19	
AM Class 2	17, 16, 17, 16, 17	19	16	17	19	18	
PM Class 2	16, 15, 16, 15, 16	19	15	18	19	20	
AM Class 3	18, 19, 18, 19, 18		18	18		18	
PM Class 3	18, 15, 18, 15, 18						
133		77	79	88	77	95	549
Average Class Size							
Brooklyn Middle School							
16.5		5	6	7	8	8	Total
22.25		14	21	16	11	11	
22		17	22	17	14	14	
24		16	24	18	13	13	
22		19	22	16	12	12	
18				18	12		
17				17	7		
11				11	11		
113		66	89	80			348
897							
TOTAL ENROLLMENT IN DISTRICT PK-8							
High School Students		9	10	11	12		Total
Woodstock Academy	24	57	49	36			166
Killingly High School	33	26	32	29			120
Killingly Ag Science	2	3	1	1			7
Plainfield High School	0	0	1	1			2
Arish Hill High School	1	0	1	0			2
Putnam High School	0	1	0	1			2
Griswold High School	0	1	0	0			1
Norwich Free Academy	7	2	4	2			15
Technical High School	18	20	6	17			61
Lebanon Middle College	8	2	6	3			19
Act	0	0	0	0			0
Grade 1:		1					1
EARN Magnet School	93	112	100	90			395
TOTAL BROOKLYN STUDENT ENROLLMENT PK-21							
							1312

Norwich Tech 1
 WA EastConn 1
 Killingly ALPS 2

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 13
Date: February 28, 2018

AGENDA REPORTING FORM

Subject: Public Comment

Background: The Board of Education welcomes members of the public to share their thoughts, comment on current or future agenda items or ask questions.

We would ask that you state your name and address for the record and direct your comments to the BOE for consideration. The BOE is not permitted to engage in a discussion or answer questions during public comment but welcome you to share your thoughts or questions. We welcome and will consider your input. We would ask that you keep your comments to 2-3 minutes.

Recommendation:

Signature of Person(s) Submitting Report

Patricia L. Buell
Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 14
Date: February 28, 2018

AGENDA REPORTING FORM

Subject: Executive Session

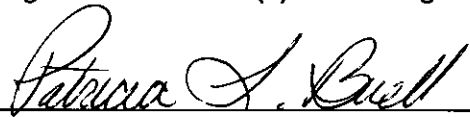
Background: Executive session will be called for the following items:

- a. Discussion of superintendent's mid-year evaluation

Recommendation: I make a motion to enter into executive session to discuss the superintendent's mid-year evaluation.

The Board of Education does not intend to make any decisions or hold a vote following executive session and will adjourn the meeting.

Signature of Person(s) Submitting Report



Superintendent of Schools