

## Superintendent's Report: January 2024

### Highlight of the Month: Happy New Year 2024!

#### News and notes

##### Educational Leadership:

- Our Small-Town Right to Read grant was approved. The grant award is \$25,000. In my acknowledgement of appreciation for receiving these dollars, I indicated that more funding would be needed if we were expected to move into a new program. Carole is working with our teachers to determine the materials from the approved list that would best augment the work we are currently doing in reading with our students.
- We were awarded the After School grant. Carole, Charlie, and I will be meeting to determine the best allocation of these dollars to continue to provide enhanced, free afterschool programming for our students, this year and next year.
- We received a communication from the Department of Administrative Services that we should be receiving the reimbursement owed to the Town for our HVAC project by the end of January.

##### Facilities:

- The November meeting of the Town Roof Committee meeting was postponed to January 11 at 5:15 PM, prior to the BOE meeting. Given this, Rob may wish to provide an update of that meeting at our BOE meeting. Currently, the only item remaining is the interconnection agreement from Eversource.
- EMCOR installed two bleed lines on the air handler units in the gym. This should allow the units to be bled without a lift. The recent lack of flow through HV-2 is still an issue. It is unknown where the issue is--valve not opening properly, clog in the freeze pump or the strainer, etc. As a result, the air-handler does not put out the rated capacity of heat--probably operating at approximately 25% of capacity. EMCOR is scheduled to be onsite on the MLK holiday to investigate the cause of the reduced flow.
- The administration and the custodial team met to review and discuss the new facility checklists that must be completed and returned to the Department of Administrative Services each year.

##### Collaboration and Communication:

- I attended the Town holiday luncheon, hosted by Deb Richards.
- I maintain ongoing communication with Pastor Moran.
- The BOS awarded the ceiling project to the same company that installed our fourth-grade ceiling. We are waiting for the company to review the details of the project and determine a vacation period that the project can be completed.
- Lisa Kellermann, the Town accountant, and I submitted an updated request for reimbursement for the completed portions of our State Roof/PV project. We are awaiting a response.

##### Finance:

- The staff and administration are in the final phase of creating a working document of the 2024-25 budget proposal.

##### Comments on selected agenda items

Policy Committee: Charles K. will assist BOE members, as needed, to enroll in the online required Sexual Harassment module. Lauren Barlow will ask the BOE to revisit the possibility of participating in a Roles and Responsibilities meeting with a CAFE representative, either via zoom or in person. This meeting can be designed to meet the interests of the participants.

## X. Unfinished Business

### A. Policy 6115, Fire Emergencies

This is the second reading for this policy.

## XI. New Business

### A. Discussion of the Ethel Cushing Gardner Music Scholarship (Hartford Foundation)

Terry Cote will update the BOE on the status of the Ethel Cushing Scholarship application process.

### B. Budget 2024-2025, Discussion

I will provide the BOE with a brief overview of the 2024-25 administrative budget proposal. A copy of the proposal will be presented to the BOE members for review prior to the Finance Committee meeting on January 18. As in the past, BOE members are encouraged to submit questions they have regarding the budget items to the administration prior to the meeting.

## XIII. Financial Reports

If there are any questions about any of the financial reports, please send them to me so responses can be prepared for the meeting. Currently, we are not recommending any transfers.