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**MINUTES  
THOMASTON BOARD OF EDUCATION  
REGULAR MEETING**

**Thomaston Town Hall - Meeting Room One  
Monday, November 9, 2015  
7:00 p.m.**

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**Members:**

**Roxy Fainer  
Kathleen Freimuth, Vice Chairperson  
Anne Petrucci, Secretary  
Alexander Lee, Treasure  
Francine Coss, Superintendent**

**Beth Campbell  
VACANT  
Rebecca Guay  
Maureen McMahon  
Scott Theriault**

**Student Representatives:**

**Kathleen Brody**

**Justin Gallo**

**1. Establishment of a Quorum and Call to Order:**

- 1.1. Chairperson **Roxy Fainer** called the meeting to order at 7:08 P.M.
- 1.2. Board Members in Attendance: **Roxy Fainer, Kathleen Freimuth, Anne Petrucci, Alexander Lee, Francine Coss, Beth Campbell, Rebecca Guay, Maureen McMahon, Scott Theriault, and Student Representative, Kathleen Brody.**
- 1.3. Members Absent: **Student Representative, Justin Gallo**
- 1.4. Others in Attendance: Jonathan Kozlak, Susan Abbott, Adam Marble, Kayla Marble, and Patricia Brody.

**2. Pledge of Allegiance:**

- 2.1. **Roxy Fainer** led the Pledge of Allegiance.

**3. Approval of Agenda:**

- 3.1. Vote to accept/approve, Regular Meeting Agenda, November 9, 2015  
**Kathleen Freimuth moved and Anne Petrucci seconded** to accept the Regular

Meeting Agenda, November 9, 2015 as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

**4. Recognitions:**

4.1. Rotary Student of the Month

4.1.1. **Kathleen Brody** was the November Rotary student of the month.

**Superintendent Coss** stated that Kathleen's speech was wonderful and she would like a copy of the speech to post on the website.

**5. Approval of Minutes:**

5.1. Vote to accept/approve meeting minutes as presented

5.1.1. Ad Hoc Communication Committee Minutes dated October 16, 2015

**Anne Petrucci moved** and **Kathleen Freimuth seconded** to accept the Ad Hoc Communication Committee Minutes dated October 16, 2015 as written.

*Discussion: Rebecca Guay stated that the two hour delay was missing from the minutes.*

*Vote: Motion carried*

Yes	No	Abstain
6	0	2 <b>Kathleen Freimuth</b> <b>Anne Petrucci</b>

5.1.2. Regular Meeting of the Board of Education Meeting Minutes dated October 19, 2015

**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Regular Meeting Minutes dated October 19, 2015 as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

5.1.3. Budget Committee Meeting Minutes dated October 19, 2015

**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Budget Committee Meeting Minutes dated October 19, 2015 as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

5.1.4. Policy Committee Meeting Minutes dated October 19, 2015

**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Policy Committee Meeting Minutes dated October 19, 2015 as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

## 6. Student Representatives' Report:

6.1. **Kathleen Brody** presented the Student Representative Report.

## 7. Chairperson's Report:

7.1. Board Member Resignation Letter

**Roxy Fainer** clarified that Jennifer McDonald resigned as of October 20, 2015.

## 8. Superintendent's Report:

8.1. NESDEC Enrollment Projection Service and Special Education Trend Report

**Superintendent Coss** stated that the Enrollment Projection Service is service that the board may want to consider for next years budget.

8.2. Effective School Solutions Conference

**Superintendent Coss** described the invitation to a workshop for our teachers in the PATHS program.

8.3. Effective School Solutions Brochure was presented to the Board of Education for review by **Superintendent Coss**.

8.4. Fire Marshal Letter to Superintendent: Inspection Report – School System

8.4.1. **Superintendent Coss** explained that this year there were **no** violations in the district. She offered congratulations to the custodians in our district.

8.5. Superintendent Letter to Fire Marshal: Inspection Report – School System

8.5.1. **Superintendent Coss** explained that she had written a letter to the Fire Marshal thanking him for the report and taking the time to walk through the schools with the Superintendent of Schools.

8.6. Education Connection Director Letter to Superintendent – Annual Report

8.6.1. **Superintendent Coss** reported that the annual report from Education Connection, which is our regional education service group, provides the district with different types of services to help run our district and with professional development opportunities.

8.7. Vote to accept/approve Job Descriptions as presented

8.7.1. Executive Secretary to the Superintendent of Schools

8.7.2. Teacher-After School Program (TCS)

8.7.3. Transition Coordinator (THS)

**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the job descriptions as presented.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

8.8. Enrollment Report

8.8.1. **Superintendent Coss** stated that this is a report that is obtained from PowerSchool. **Superintendent Coss** is working on a report that will give us the information on our out placed, students who are in magnet schools, technical schools and private schools.

8.9. Vote to accept/approve New Hires/Transfers/Resignations/Retirements as presented

- 8.9.1. Kristin Thornton, Executive Secretary to the Superintendent, New Hire  
October 26, 2015
- 8.9.2. Christine Salerno, English Teacher, Thomaston High School, Resignation,  
October 28, 2015

**Kathleen Freimuth moved and Anne Petrucci seconded** to accept the New Hires/Resignations as presented.

*Discussion: Rebecca Guay asked where we stand on the winter coaches?*

**Roxy Fainer** corrected **Rebecca Guay** that this was not the appropriate time to discuss the winter coaches.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

- 8.9.3. Melissa Saramanidis, Teacher – After School Program (Literacy Enrichment), Thomaston Center School

**Kathleen Freimuth moved and Rebecca Guay seconded** to accept the Schedule K/Coaching/ After School Positions as presented.

*Discussion: Superintendent Coss explained that the Superintendent’s office received a list of the coaches from the principal asking the board to consider the list of winter coaches. The list was received too late to process for the November board meeting, due to the process and procedures of verifying that all documents are in order. Once the documents have been reviewed and verified, they will be presented at the December board meeting.*

*Alexander Lee stated that it seems that the list of coaches is always late. Superintendent Coss agreed; we are hoping to have the coaches apply immediately after the season, this will prevent it from being late next year.*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

**Comment:** **Beth Campbell** asked if the kitchen staff works for the Thomaston Board of Education or a separate company. **Superintendent Coss** stated that this year they work for the Board of Education. **Beth Campbell** asked if the kitchen staff positions get posted and **Superintendent Coss** confirmed that they do get posted.

8.10. Administrator Reports

**Superintendent Coss** will be in contact with the administrator who shared his reports with limited accessibility so that all members will be able to view the reports for all meetings to follow.

8.11. Vote to accept/approve Out-of-State/Out-of-Country Field Trips to Spain-Madrid-Barcelona for grades 10 - 12 in June of 2017 as presented

**Rebecca Guay moved** and **Alexander Lee seconded** to accept the request for the field trip to Spain-Madrid-Barcelona in June of 2017 as presented.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

## 9. Committee Reports

### 9.1. Budget/Audit Committee

#### 9.1.1. Reports

##### 9.1.1.1. Business Report:

- Thomaston High School Gym Floor Covering for Emergency Shelter - Ken Koval
- Heating Oil for 2016-2017
- University of Bridgeport Interns
- Semi-Annual Roof Condition Report - BRS

- Semi-Annual Roof Condition Report -THS

#### 9.1.1.2. Finance Report

- October 2015 Expenditures: \$1,663,406.79
- 2015-2016 Budget Projection: \$0.00
- 2015-2016 Grant Report
- October 2015 Transfers: \$0.00

**Superintendent Coss** summarized the Budget/Audit Committee meeting discussion and the written Business Manager's Report.

- There is a covering for the gym floor at the high school that Mr. Koval has purchased for the district. The high school is used as an emergency shelter in case of an emergency and this cover would be put down to protect the gym floor at the high school.
- The Budget/Audit committee discussed again the "strike price" for heating oil in the 2016-2017 school year; the committee would lock the rate if it drops below \$1.85 per gallon.
- University of Bridgeport contacted **Superintendent Coss** to see the district would accept interns for the winter semester. The cost of each intern is \$7,060.00 and there are funds in the substitute line that the committee would like to use. The difference is a savings, so the committee would like to go forward with one intern for each of our schools.
- The Budget Projection is showing \$0.00. It is the board's intention to fulfill the obligation that was waived by the town last year: the technology bond payment, last year's bond payment, because we were running in the red, due to unanticipated educational costs. The town waived the first technology bond payment. Any surplus that the board projects will be going to that technology line to pay that bond. The projection as of Wednesday was \$90,000 at the end of year. However, if special education costs change, the money that we intend to put into that technology bond payment will go to special education. The intention is what whatever surplus money we have will go toward an additional technology bond payment this year so that we can catch up.

**Kathleen Freimuth moved and Becky Guay seconded** to accept the Business and Finance Reports at presented.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

## 9.2. Policy Committee

### 9.2.1. Action Items

Vote to accept/approve Policy 4115, Personnel – Certified Evaluation

**Anne Petucci moved** and **Kathleen Freimuth seconded** accept/approve Policy 4115, Personnel – Certified Evaluation

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

### 9.2.2. Read Items - None

### 9.2.3. Discussion

Anne Petrucci reported that the committee finished the Policy Audit Series 4000 and it will be a first read for December.

### 9.2.4. Future Agenda Items

9.2.4.1. Policy Update Service – Update Mailing No 1 – November 13, 2015

9.2.4.2. 2016-2017 District School Year Calendar

Waiting for feedback from ASFCME

## 10. Public Participation:

**Roxy Fainer** opened the floor for public comment; none was presented.

## 11. Adjournment:

**Kathleen Freimuth moved** and **Anne Petucci seconded** to adjourn the meeting.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
8	0	0

The meeting was adjourned at 7:45 P.M.