

**Minutes**  
**THOMASTON BOARD OF EDUCATION**  
**Regular Meeting**

Thomaston Town Hall – Meeting Room One  
Date: Monday, September 10, 2012  
7:00 p.m.



**Members:** Lucy Santopietro, Chair; Roxy Fainer, Vice Chair; Kathleen Freimuth, Secretary; Holly Herbert, Treasurer; Rebecca Guay, Member; Alexander Lee, Member; Anne Petrucci, Member; Joanne Gilland, Member; Debra Schriver, Member

## Minutes

**Present:** Lucy Santopietro, Alexander Lee, Roxy Fainer, Holly Herbert, Becky Guay, Anne Petrucci, Joanne Gilland, and Debra Schriver

**Absent:** Kathleen Freimuth

**Also Present:** Superintendent, Lynda Mitchell; Business Manager, Nancy O'Dea-Wyrick; High School Administrators, John Perrucci and Jonathan Kozlak; Black Rock School Administrator, Alisha DiCorpo; Pupil Services Director, Nancy Schnyer; Board Clerk, Patricia George

**I. Establishment of a quorum and call to order:**

Board Chair Lucy Santopietro established a quorum and called to order the Regular Meeting of the Board of Education at 7:03 p.m.

**II. Pledge of Allegiance:**

Lucy Santopietro led the pledge of allegiance

**III. Approval of Agenda:**

On a motion made by Holly Herbert and seconded by Debra Schriver to accept/approve the agenda with the following amendment:

Under VII. Communications, subsection A. New Hires, add an item 6., Andrea Burnell, Special Education Teacher, Black Rock School

No further discussion; motion carried unanimously.

**IV. Approval of Minutes:**

On a motion made by Roxy Fainer and seconded by Becky Guay to accept/approve the Board of Education minutes for the Regular meeting dated Monday, August 13, 2012; no further discussion; Joanne Gilland, Holly Herbert, and Anne Petrucci abstained; motion carried unanimously.

**V. Student Representative Reports: n/a**

**VI. Incredible Classroom/Recognitions:**

A. Teacher of the year: Debra Gritt

Superintendent Mitchell, Principal DiCorpo and several faculty members provided words of admiration as they honored Ms. Debra Gritt, Thomaston's Teacher of the year. She was described as innovative, passionate, dedicated, knowledgeable and an inspiration.

B. High School Gym Floor:

The Board recognized four students, Amber Foley and Kayla Reyes who are currently attending Thomaston High School and two college students Jen Gadomski and Sarah Hafele, for their collaborative efforts on the athletic logo for the high school gym floor. Kayla Reyes, who was present at the Board meeting, actually designed the artwork, one of two designs chosen through a town wide contest. Recognition was also given to High School Art teacher, Sue Palomba.

**VII. Communications:**

A. New Hires/Replacements:

On a motion made by Joanne Gilland and seconded by Anne Petrucci to accept/approve the new hires as presented; no further discussion; motion carried unanimously.

B. Resignations/Retirements/Exit Interviews:

On a motion made by Holly Herbert and seconded by Anne Petrucci to accept/approve the resignation as presented;

Further discussion

During his exit interview with the Superintendent, Mr. Franklin expressed his concerns regarding future cutbacks as his reason for leaving the district.

Motion carried unanimously.

C. Athletics: n/a

D. Transfers: n/a

E. Leaves of Absence: n/a

F. Field Trips:

On a motion made by Holly Herbert and seconded by Joanne Gilland to accept/approve field trips 1-3 as presented;

Further Discussion:

Roxy Fainer expressed concerns regarding fundraising for the Gettysburg and Washington field trip scheduled for April 2013 and how the monies will be monitored this year. She explained that there were issues surrounding this topic the previous year. She stated that she did not want the fundraising efforts of an entire class benefiting a select group of students planning to attend the trip.

Motion carried unanimously.

Further Discussion

The Athens, Greece and Rome, Italy field trip was tabled from the August meeting when concerns were expressed regarding the state of Greece and the welfare of the district's students who were planning to travel there. Laura Woelflein, the requesting faculty member, was on hand to explain the trip's cancellation/security policy.

Ms. Fainer explained that her concerns really did not encompass "Acts of Terrorism" but rather the state of Greece itself. A coworker of her husband, who recently returned from a visit to the Country, stated that there are many empty buildings, a 23% tax on food, and unemployed people protesting against the Government. She noted that she has a real issue sending students under these types of conditions.

Laura Woelflein explained that she was committed to safety and that a change in the itinerary could be made 35 days prior to departure if the Board felt that it would be necessary at that point in time.

On a motion made by Holly Herbert and seconded by Joanne Gilland to approve/accept the field trip to Athens, Greece and Rome, Italy with the stipulation that the field trip will be revisited 2 months prior to departure and if the Board feels there is any turmoil which may endanger the students, the location would be changed; Roxy Fainer opposes; motion carried.

G. Correspondence:

Letters of gratitude, used as forms of recognition, are periodically sent out from the Superintendent's office; informational; as presented.

#### **VIII. Superintendent's Report:**

A. Student-of-the-Month:

Student of the month reports will resume in October

B. Board & Administrator:

An informational document that will be distributed to the Board and Administrators periodically.

C. District Planning Template:

The template was instituted during the Administrative retreat and is currently being utilized for the paperless initiative. Superintendent Mitchell would like to use the form across the board when instituting new initiatives as a way of knowing precisely what is happening in the district.

D. District Goals:

Superintendent Mitchell asked the Board to e-mail her their suggestions on renewing the district's goals; would they like to utilize a larger community committee or would they rather channel through the curriculum and instruction subcommittee? She would like to have this process begin fairly quickly.

E. Teacher/Administrator State Evaluation Documents Planning Process

Over the summer, Superintendents from around the state were invited to the Legislative Office Building to attend a presentation by the new commissioner. Part of the presentation encompassed the new Teacher/Administrator Evaluation Document, a major initiative for all districts in the 13/14 school year. Additionally, Superintendent Mitchell attended a meeting at Education Connection today where the consultant provided an overview of the different ways districts could assume the document. Superintendent Mitchell felt that if it fits the district, after all the work that's been done on it at the state level, than the district may decide to study, absorb and use it in its original form. However, the district has the option to create a whole new document which she would be strongly against.

#### **IX. Business Manager's Report:**

Board Chair Lucy Santopietro acknowledged the Finance Board's blessing on having the railings repaired at the high school. She questioned Nancy as to whether or not more items on the capital improvement list, above and beyond the railings, could be addressed with the monies from the oil liquidation. Nancy responded that she would have to ask and receive confirmation from the Board of Finance, that the BoE did not have "carte blanche" to the monies.

Nancy was invited to share her report under Maintenance and Facilities at this time. She indicated that there are a number of initiatives taking place in town at the present moment, one being the Energy Performance Contract, which is a very complex project and encompasses a lot of elements. The second project is the roof project at all three schools and a third project is evaluating the conditions of all town buildings to put together a comprehensive plan on how to maintain the infrastructure of the community.

**X. Administrators' Reports:**

A. Black Rock School, Alisha DiCorpo/Thomaston Center School, Anne Uberti

Ms. DiCorpo asked that the Board pay particular attention to the Curriculum and Instruction and Professional Development areas of her written report. She explained that it is a goal of hers, as well as the teachers, to work toward improving scores and continue assessments.

She also talked about math and reading intervention initiatives, the recent Welcome Back Ice Cream social and the new recess plan in which staff members wear florescent vests as a way for students to find staff members in emergency situations.

B. Thomaston High School, John Perrucci

Mr. Perrucci reported that the NEASC accepted the five-year report and has removed the high school from warning status on several items but remained on warning status for one.

A letter was sent to the faculty explaining how the decision-making process will work from this point forward with the committee work.

Both pieces of correspondence will be forwarded to the Board at a future date.

As a Civics piece, he mentioned that the community in general has been very active in meeting the needs of the high school, The Booster Club organized two fence repairs and Mark Olsen is building a trophy cabinet which is  $\frac{3}{4}$  complete to name a few.

Conversation ensued regarding the Webpage and removing obsolete information.

C. Pupil Services, Nancy Schnyer

Written, as presented

Board member Anne Petrucci made an inquiry as to the number of ELL (English Language Learners) students the district had. Nancy reported that there were six at the end of last year, currently the district has three.

**XI. Standing Committee Reports:**

A. Budget:

On a motion made by Holly Herbert and seconded by Roxy Fainer to approve/accept the Budget Line Expenditures in the amount of \$1,305,836.90; no further discussion; motion carried unanimously.

\*Board member Debra Schriver adjourns at 8:27 p.m.

B. Curriculum/Instruction:

1. CMT and CAPT Presentations:

Principal DiCorpo provided a Powerpoint presentation on the results of the 2012 CMT for students in grades 3-6.

Principal Perrucci did the same for grades 7-8 CMT as well as the CAPT District Performance Targets.

2. High School Courses from the Program of Studies which require Board approval:

Board Chair Lucy Santopietro has agreed to donate 10 USB (Universal Serial Bus) to Mr. Perrucci to house the curriculum which needs Board for the next agenda.

C. Maintenance/Facilities:

Fire Inspections Report:

Board Member Roxy Fainer asked what the status was concerning the items that needed to be addressed on the Fire Inspection Report. Business Manager Nancy O'Dea-Wyrick indicated that she had a meeting the next day with the Fire Marshal and would ask for clarification on each of the items.

Energy Savings Performance Contract

Discussed earlier

D. Technology:

Debbie Sanford – update

Deb Sanford, along with Tim Scatena from the I.T. department were present at the meeting. Deb was asked to provide the Board with a brief update from that department and gave this overview (to name a few):

- Installed new servers
- G-mail for the entire district
- Updated the version of Powerschool and implemented the daily bulletin feature in all three schools
- Parent Portal at Black Rock School – limited access
- Installed Power Announcement, a program similar to CodeEd, advantage is no duplicate phone calls
- Helpdesk was implemented
- Currently in the process of networking the new copy machines
- Upgraded the nurses' software to the latest version and transferred that data
- Working on completion of the updated Website
- Office 2010 upgrades
- Installed Windows 7 on the lab machines at the high school – memory is an issue

E. Personnel: n/a

F. Transportation:

It was noted that transportation issues in the district are far less than previously. Both the Superintendent and Business Manager drove the routes in advance of the start of school in an effort to circumvent any bussing issues that may have risen. Nancy indicated that she did receive a phone call regarding Bayberry Drive and believes that parking may be contributing to the congestion in that area.

She continues to field and address concerns from parents.

G. Athletics: n/a

H. Long Range Task Force/Building Committee: n/a

I. Policy:

Committee Scheduling Update

A Policy Subcommittee meeting was held just prior to the meeting of the Board of Education. Talks initiated regarding BYOD (Bring Your Own Device). There were several policies noted on the Board agenda that Chairman Santopietro asked that Policy Committee address sooner than later.

J. Government Relations: n/a

K. Affiliations: n/a

L. Legislation: n/a

**XII. Public Participation:**

None

**XIII. Old Business:**

**XIV. New Business:**

**XV. Items for Future Agendas:**

Fire Inspection Clarification

High School Curriculum

Board Self-Evaluation  
Schedule K

**XVI. Executive Session:** (anticipated)

Due to the time constraints, the Board Chair tabled the Executive Session for the October Board meeting.

**XVII. Adjournment:**

On a motion made by Roxy Fainer and seconded by Anne Petrucci to adjourn the Regular Meeting of the Board of Education at 10:03 p.m., no further discussion, motion carried unanimously.