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**MINUTES**  
**THOMASTON BOARD OF EDUCATION REGULAR MEETING**  
Thomaston High School Auditorium  
Monday, October 21, 2019  
7:00 p.m.

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**Mission Statement:**

In a partnership of family, school and community, our mission is to **educate**, **challenge** and **inspire** each individual to excel and become a contributing member of society.

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**Members:**

Rebecca Guay, Chairperson  
Beth Campbell, Vice Chairperson  
Heather Patchell, Secretary  
David Colavecchio, Treasurer  
Francine Coss, Superintendent

Roxy Fainer  
Maureen McMahon  
Jennifer Nolan  
Scott Theriault  
Frank Treglia

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**Student Representatives 2019-2020**

Jacob Field  
Isabella Guerrero  
McKenna O'Sullivan

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1. **Establishment of a Quorum and Call to Order (*Bylaws of the Board 9325.1 – Quorum*)**
    - 1.1 **Chairperson Rebecca Guay** called the meeting to order at 7:06 p.m.
    - 1.2 **Board Members in Attendance: Chairperson Rebecca Guay, Vice Chairperson Beth Campbell, Secretary Heather Patchell, Treasurer David Colavecchio, Superintendent Francine Coss, Roxy Fainer, Frank Treglia, Scott Theriault, Jennifer Nolan**
    - 1.3 **Board Members Absent: Maureen McMahon**
    - 1.4 **Student Representatives in Attendance: Jacob Field, Isabella Guerrero**
    - 1.5 **Student Representatives Absent: McKenna O'Sullivan**
    - 1.6 **Others In Attendance: Kristin Bernier, Andrea Peters, Kristin Raymond, Eric Martin, John Perrucci, John Kozlak, Susan Abbott, Susan Root, Melissa Stevenson, Sarah Ethier, Steven Ethier, Emily Root, Sydney Stevenson, Hedy Kelly, Martin Ariola, Courtney Ariola, Noralea Chesanek, Stasia Ross, Breanna Miclette**
  
  2. **Pledge of Allegiance**
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3. **Approval of Agenda** ▲ (*Bylaws of the Board 9325.2 – Order of Business and Policy 1205 Community Relations – Participation by the Public – Agenda Format/Preparation and Dissemination*)

**Beth Campbell motioned and David Colavecchio seconded to accept/approve Regular Meeting Agenda of the Board of Education, October 21, 2019 as presented.**

**Discussion: None**

**Motion Carried: 8-0-0**

4. **Public Participation** ▲▲▲ (*Bylaws of the Board 9325 – Meeting Conduct*) - None
5. **Approval of Minutes** ▲ (*Bylaws of the Board 9326 – Minutes*)
  - 5.1. Regular Board of Education Meeting Minutes dated September 9, 2019.
  - 5.2. Special Meeting - October 1, 2019
  - 5.3. Special Meeting - October 4, 2019

**Beth Campbell motioned and David Colavecchio seconded to accept/approve the Board of Education Meeting Minutes dated September 9, 2019, October 1, 2019 and October 4, 2019 as presented.**

**Discussion: None**

**Motion Carried: 6-0-2**

**Abstentions: Scott Theriault and Jennifer Nolan**

6. **Recognitions** ▲ (*Policy 1170 – Community Relations/Recognitions of Students, Citizens, Staff Members, and Members of the Board of Education and Bylaws of the Board 9420 – Recognition of Accomplishments by Citizens, Students, Staff Members or Member of the Board*)
  - 6.1. Rotary Student of the Month - September 2019 - Emily Root
  - 6.2. Rotary Student of the Month - October 2019 - Sydney Stevenson
  - 6.3. District Attendance Review Board (DARB) Recognition by Commissioner Cardona and Connecticut State Department of Education (CSDE) - Kristin Raymond
7. **Presentations** ▲▲▲ (*Bylaws of the Board 9410 – Public Announcement of Accomplishments*) - None
8. **Student Representatives Report** ▲▲▲ (*Bylaws of the Board 9160 – Student Representation on the Board of Education*)
9. **Chairperson's Report** ▲▲▲ (*Bylaws of the Board 9121 – Office of the Chairperson*)
  - 9.1. Correspondence
    - 9.1.1. To Kevin and Megan Greene – Response to Public Participation and Submitted Letter
    - 9.1.2. To Colleen Neidt - Appointment to Wamogo Agriscience Advisory Board
    - 9.1.3. Thank you to Administrators - Celebration of Life - Mr. Kenneth Koval

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*Mr. Jonathan Kozlak noted that the administrators will honor Mr. Koval with a plaque.*

9.1.4. *EdAdvance Annual Report 2018-2019*

9.1.5. *Designation of a subcommittee of the board to conduct school accommodations hearings (AKA residency hearings)*

**Beth Campbell motioned and David Colavecchio seconded to accept/approve that pursuant to Connecticut General Statutes Section 10-186, the Board of Education hereby designate a subcommittee of the board composed of three board members to conduct school accommodations hearings, including, but not limited to, hearings based on issues of residency.**

**Discussion:** Jennifer Nolan asked if any member can participate. Superintendent Coss replied by saying that those members who are available can participate in the hearings.

**Beth Campbell** asked if the above motion only applied to residency hearings.

**Superintendent Coss** said the motion is written the way it is to match the language in the statute and said a similar motion is currently in effect with expulsion hearings.

**Motion Carried: 8-0-0**

**10. Superintendent's Report ▲▲▲ (Policy 2131 – Administration – Superintendent of Schools)**

10.1. Correspondence

10.1.1. *Superintendent*

10.1.1.1. To Staff - News for Staff - September 2019

10.1.1.2. From Fire Marshal Robert Norton, Sr. – Annual School Fire Safety and Code Inspection Results

10.1.1.3. To Fire Marshal Robert Norton, Sr. – District Response to Annual School Fire Safety and Code Inspection Results

10.1.1.4. Fall 2019 Foothills Adult & Continuing Education Course Offering Brochure

10.1.1.5. Invitation to BOE Meeting - Emily Root - September Rotary Student

10.1.1.6. Invitation to BOE Meeting - Sydney Stevenson - October Rotary Student

10.1.1.7. To George Seabourne - Follow-Up to Requested Board of Finance Agenda Items

10.1.2. *Connecticut Association of Boards of Education (CABE)*

10.1.2.1. October 2019 CABE Liaison Newsletter

10.1.2.2. CABE Policy Highlights - September 20, 2019 (Researcher's Views on Personalized Learning)

10.1.2.3. Cyber Attack Prevention For School Districts - September 28, 2019

10.1.2.4. CABE Journal - October 2019

10.1.2.5. Policy Highlights - October 4, 2019 (New School Safety District Guide Released and Review of Public School Instructional Requirements)

10.1.3. *Connecticut Association of Public School Superintendents (CAPSS) - None*

10.1.4. *Connecticut State Department of Education*

10.1.4.1. 2017-18 District Annual Performance Reports and Determinations

10.1.4.2. Updated Assignment Codes for EDS

- 10.1.4.3. TEAM Program Updates
- 10.1.4.4. Changes to Connecticut Tobacco Statutes and the Dangers of E-Cigarettes
- 10.1.4.5. Identification of Designated Agents for the Certificate of Age Form ED-301 (Working Papers)
- 10.2. Reports, Contracts and General Information
  - 10.2.1. Reports
    - 10.2.1.1. Administrator Reports – October 2019
    - 10.2.1.2. Enrollment Report
    - 10.2.1.3. CABE Leadership Award Application
  - 10.2.2. Contracts - None
  - 10.2.3. General Information
    - 10.2.3.1. Fund-Raisers
      - 10.2.3.1.1. Thomaston High School, Class of 2024
      - 10.2.3.1.2. Thomaston High School, Class of 2024
      - 10.2.3.1.3. Thomaston High School, Class of 2023
      - 10.2.3.1.4. Thomaston High School, Interact Club
      - 10.2.3.1.5. Thomaston High School, Class of 2021
      - 10.2.3.1.6. Thomaston High School, Class of 2021
      - 10.2.3.1.7. Black Rock School
  - 10.2.4. Personnel ([Policy 4112/4212](#) – Personnel – Certified/Non-Certified Appointment and Conditions of Employment)
    - 10.2.4.1. New Hires
      - 10.2.4.1.1. English Teacher, Thomaston High School – Jessyca Tucker
      - 10.2.4.1.2. Ten (10) Month Secretary, Office of Curriculum Instruction, & Assessment - Andrea Butwell
    - 10.2.4.2. Transfers/New Assignments
      - 10.2.4.2.1. Temporary Assignment, Thomaston High School - Wendy Thomas
      - 10.2.4.2.2. Reassignment, Thomaston High School - Wendy Thomas
    - 10.2.4.3. Retirements - None
    - 10.2.4.4. Resignations - None
    - 10.2.4.5. Renewals - None
    - 10.2.4.6. Stipends

First Name	Last Name	Location	Schedule K Position
Megan	Fitzgerald	THS	Student Mentor Coordinator
Megan	Fitzgerald	THS	Interact Club Advisor

**Beth Campbell motioned and David Colavecchio seconded to acknowledge the Superintendent’s notification of Personnel, specifically, New Hire/Transfers/Retirements/Resignations/Renewals/Stipends per Policy 4112/4212 Personnel-Certified/Non-Certified Appointment and Conditions of Employment as presented.**

- 10.2.4.7. Family and Medical Leave Act (FMLA) ([Policy 4152.6/4252.6](#) – Personnel -- Certified/Non-Certified Personal Leaves Family and Medical Leave Act)

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- 10.2.4.7.1. *Certification of Health Care Provider for Family Member's Serious Health Condition (Family and Medical Leave Act) – Request 1*
  - 10.2.4.7.2. *Certification of Health Care Provider for Family Member's Serious Health Condition (Family and Medical Leave Act) – Request 2*
  - 10.2.4.7.3. *Certification of Health Care Provider for Family Member's Serious Health Condition (Family and Medical Leave Act) – Request 3*
  - 10.2.4.8. Interns and Student Teachers ([Policy 1212](#) – *Community Relations – School Volunteers*) - None
  - 10.2.4.9. Field Trips (out of state) ([Policy 6153](#) - *Instruction Field Trips - Secondary Schools*)
    - 10.2.4.9.1. *Thomaston High School, Peru*

**Beth Campbell motioned and David Colavecchio seconded** to accept/approve the Field Trip as presented with the expectation that if travel to this country is deemed unsafe, it shall be canceled or the location of the trip will be changed to a country that is deemed safe for travel.

**Discussion: None**

**Motion Carried: 8-0-0**

**11. Committee Reports ▲** ([Bylaws of the Board 9132](#) – *Standing Committees*)

- 11.1. Budget/Audit Committee ([Policy 3430](#) – *Business/Non-Instructional Operations – Periodic Financial Reports*)
  - 11.1.1. *September 2019 Business Manager Report*
    - 11.1.1.1. Business Report
      - 11.1.1.1.1. *Code of Conduct and Ethical Behavior*
      - 11.1.1.1.2. *Oil and Diesel Bid*

**Beth Campbell motioned and David Colavecchio seconded** to approve/authorize Thomaston Public Schools Business Manager to determine the Strike Price for Diesel and Oil for the 2020-2021 School Year and the Authority to Enter into a Contract using those determined prices.

**Discussion: David Colavecchio** said that a strike price is needed. **Superintendent Coss** said that in order to do that the motion needs to be amended. **David Colavecchio** withdrew the motion.

**David Colavecchio motioned and Scott Theriault seconded** to approve/authorize Thomaston Public Schools Business manager to utilize the Strike Price for Diesel and Oil at \$1.90 or better for the 2020-2021 School Year and the Authority to Enter into a Contract using those determined prices.

**Discussion: None**

**Motion Carried: 8-0-0**

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- 11.1.1.1.3. *Changes to the Adult Education Pricing Structure*
  - 11.1.1.1.4. *Accounting and Payroll/HR Software*

- 11.1.1.2. Expenditures

- 11.1.1.2.1. *September 2019 – 2019-2020 Fiscal Year: \$1,666,610.23*

**Beth Campbell motioned and David Colavecchio seconded** to accept/approve Business and Finance Report and Expenditures per Policy 3432/3433 Business/Non-Instructional Operations – Budget & Expense Report/Annual Financial Statement as presented.

**Discussion: None**

**Motion Carried: 8-0-0**

- 11.2. Policy Committee (*Policy 2231 – Administration/Policy and Regulation Systems*)

- 11.2.1. *Presentations – None*

- 11.2.2. *Action Items – None*

- 11.2.3. *Read Items*

- 11.2.3.1. First Read – Policy Audit Series 6000

- 11.2.4. *Discussion Items*

- 11.2.4.1. Policy 6146 – Instruction – Graduation Requirements

- 11.2.4.2. Designation of a Subcommittee of the Board to Conduct School Accommodations Hearings (AKA Residency Hearings)

- 11.2.4.3. Policy 4212.4 - Personnel - Non-Certified Physical Examinations

## **12. Adjournment**

**Beth Campbell motioned and David Colavecchio seconded** to adjourn the meeting.

**Discussion: None**

**Motion Carried: 8-0-0**

**Chairperson Becky Guay** adjourned the meeting at 7:46 p.m.