



**Minutes**  
**THOMASTON BOARD OF EDUCATION**  
**Regular Meeting**  
Thomaston Town Hall – Meeting Room One  
Date: Monday, March 12, 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, Roxy Fainer, Holly Herbert, Kathleen Freimuth, Alex Lee, Debra Schriver, Rebecca Guay, Joanne Gilland and Anne Petrucci

**Absent:** Student Board Representatives Caleb Zenobia and Caroline Fox

**Also Present:** Superintendent, Lynda Mitchell; Business Manager, Susan Laone; High School Administrators, John Perrucci and Jonathan Kozlak; Black Rock School and Center School Administrators, Anne Uberti and 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 7:00 p.m.
  
- II. Pledge of Allegiance:**  
Ms. Santopietro led the Pledge of Allegiance
  
- III. Approval of Agenda:**  
On a motion made by Kathleen Freimuth and seconded by Holly Herbert to accept/approve the agenda with the following amendments:
  - Under IX, Business Manager’s Report, add an item A., Capital Walkthrough
  
  - Under XI, Standing Committee Reports, Section A, Budget, Subsection 3., add a Budget Public Participation prior to the Board accept/approve motion

- Under XI, Standing Committee Reports, Section B, Curriculum/Instruction, add a subsection 1, New High School Courses
- Under XI, Standing Committee Reports, Section D, Technology, add a subsection 1, Technology Committee Formation

No further discussion; motion carried unanimously.

**IV. Approval of Minutes:**

On a motion made by Anne Petrucci and seconded by Holly Herbert to accept/approve the minutes for the Special meeting of the Board of Education dated Thursday, February 9, 2012; no further discussion; Roxy Fainer and Joanne Gilland abstained; motion carried unanimously.

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

On a motion made by Holly Herbert and seconded by Kathleen Freimuth to accept/approve the minutes for the Special meeting of the Board of Education dated Thursday, March 1, 2012; no further discussion; motion carried unanimously.

**V. Student Representative Reports:**

A written report was provided to the Board by Caleb Zenobia and Caroline Fox who were not available to attend the Board meeting due to a conflict in their schedules. Chairperson Lucy Santopietro presented the following on their behalf:

The Homecoming game is cancelled and one will not be played this year due to inclement weather and its impact on the field; a dance is yet to be determined.

Congratulations were offered to the Girl's Basketball team who played an incredible season and made it all the way to the state quarter finals.

The Student Council is planning to start an annual flea market at the high school as a fundraiser. Businesses, or those who provide arts and crafts, can rent a parking space to sell their items.

The high school play, "Urban Legends" is debuting Friday, Saturday and Sunday. Please show your support.

**VI. Incredible Classroom/Recognitions:**

- A. TEAM Mentor Recognition  
Superintendent Mitchell recognized the TEAM Mentors for their work in the district. TEAM Coordinator, Vanessa Therrien was on hand to distribute the certificates of appreciation.
- B. Board Recognition  
Annually in March, Board's of Education across Connecticut are recognized for their dedication and service to their communities. Superintendent Mitchell read from a proclamation generated by the First Selectman, Edmund Mone on their behalf.

**VII. Communications:**

- A. New Hires:  
On a motion made by Joanne Gilland and seconded by Kathleen Freimuth to accept/approve the new hire as presented; no further discussion; motion carried unanimously.
- B. Resignations/Retirements/Exit Interviews: n/a
- C. Athletics:
  - 1. Athletic Recognitions  
Chairperson Lucy Santopietro deferred to member Rebecca Guay who wished to recognize several teams and students for an excellent athletic season.
- D. Transfers: n/a
- E. Leaves of Absence:  
On a motion made by Roxy Fainer and seconded by Holly Herbert to accept/approve the leave of absence as presented; no further discussion; motion carried unanimously.
- F. Field Trips:  
On a motion made by Roxy Fainer and seconded by Debra Schriver to accept/approve the field trips as presented;  
  
Further discussion  
It was the decision of the Board to table the field trip to Spain until the April Board meeting. This will provide the time needed to obtain more specific details.  
  
Motion carried unanimously.
- G. Correspondence: Informational only; as presented

H. 2012/2013 School Year Calendar:

On a motion made by Alex Lee and seconded by Holly Herbert to accept/approve the 2012/2013 school calendar as presented; no further discussion; motion carried unanimously.

**VIII. Superintendent's Report:**

- A. Student of the Month for March: Hannah Russo  
Superintendent Mitchell recently attended a Rotary luncheon where Hannah Russo was recognized as the student-of-the-month. Not only did Hannah enjoy a lunch prepared at Black Rock Tavern, she also works behind the scenes as a prep chef for the establishment. Superintendent Mitchell noted that, "Hannah is an excellent student, a leader, and a nice young woman".
- B. Thomaston Retired Staff – Substitute Discussion:  
Board member Roxy Fainer asked that a review of utilizing retired district staff as substitute teachers be had. The item is tabled for a future agenda.
- C. Bomb Scare Protocol  
Included in the Board packet was the district's Bomb Scare policy. With the recent threat at the high school still fresh in the administrators' minds, Superintendent Mitchell thought it would be beneficial to review the policy. A roundtable discussion was had including administrators and Fire Marshal, Bob Norton. Mr. Norton provided information that may be beneficial. Ms. Mitchell is looking to "blend" the information and provided a draft conversion in the Board packet, as well. The next step would be to assign it a policy number.
- D. Enrollment Study  
Mr. Peter Prowda, PhD was secured by the district to provide an enrollment study. His written report, included in the Board packet, focused on the Thomaston Public Schools Enrollment to 2021. The overall message is a downward trend in the ensuing years. Superintendent Mitchell noted that other districts are in similar positions as noted by colleagues at a recent LCSA (Litchfield County Superintendent's Association) meeting.
- E. Parent Information (Administrators out of the building)  
Superintendent Mitchell brought forward a parent's concern surrounding notification to parents when administrators are out of the building for an extended period of time. Ms. Mitchell explained that it is not the practice of the district to notify parents when this occurs.

- F. Strategic School Profiles  
The SSPs (Strategic School Profiles) were provided as part of the Board packet for review. Ms. Mitchell indicated that she would make them a part of next month's packet in order to field any questions the members may have at that time.
- G. "How Welcoming is Your School"  
Board members Roxy Fainer and Lucy Santopietro attended a training session on "How Welcoming is Your School", and brought the initiative to the district. A letter was recently generated and sent home to parents explaining it.

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

- A. Capital Walkthroughs  
A walkthrough of the schools was recently completed by Business Manager Sue Laone, Superintendent Mitchell and the Town's Capital Committee. The focus of the walkthrough was safety.

Sue Laone also indicated that a roof study had been completed and state reimbursement paperwork is in process.

**X. Administrators' Reports:**

- A. Pupil Services Director, Nancy Schnyer  
Ms. Schnyer drew attention to a letter included in her report which was recently received from the State of Connecticut noting that the district's fiscal compliance review audit resulted in a passing status.
- B. High School Principal, John Perrucci  
Principal Perrucci highlighted that the NEASC 5-year report was submitted.
- C. BRS/TCS: "Two Schools...One Mission", Anne Uberti  
Principal Uberti had nothing to add to her written report.

**XI. Standing Committee Reports:**

- A. Budget
  - 1. Budget Line y-t-d expenditures  
On a motion made by Holly Herbert and seconded by Kathleen Freimuth to approve/accept the Budget Line y-t-d expenditures in the amount of \$8,739,881.96; no further discussion; motion carried unanimously.
  - 2. Monthly Transfers for February 2012  
On a motion made by Holly Herbert and seconded by Anne Petrucci to approve/accept the monthly transfers for February 2012 in the amount of \$14,152.69; no further discussion; motion carried unanimously.

3. 2012/2013 Budget Presentation  
Business Manager Sue Laone created a 2012/2013 Budget Powerpoint presentation for the Board. The 2012/2013 budget which will be brought to the Board of Finance, is \$14,492,660 or a 3.2% increase.

**Amendment:** Budget Public Participation

Patricia Henderson  
19 Woodruff Avenue  
Thomaston, CT 06787

Ms. Henderson made an inquiry regarding the staff cuts and who they would be.

On a motion made by Kathleen Freimuth and seconded by Holly Herbert to accept/approve the 2012/2013 budget as presented; no further discussion; motion carried unanimously.

- B. Curriculum/Instruction:  
Principal Perrucci presented 10 new AP courses to the Board in his March report, which have been included in the program of studies for the new year. Mr. Perrucci was granted permission to write the curriculum with the understanding that it would ultimately need to be brought to the Board's curriculum subcommittee and then to the full Board for acceptance/approval in order to satisfy the proper guidelines in establishing new courses and curriculum writing protocols.
- C. Maintenance/Facilities: n/a
- D. Technology:
  1. Formation of a technology committee  
Superintendent Mitchell extended an invitation to Board members to attend a newly formed Technology Committee. Information on time, date and place will be forwarded to them.
- E. Personnel:  
On a motion made by Joanne Gilland and seconded by Debra Schriver to approve/accept the receipt of and action upon recommendations of the Superintendent of Schools concerning the institution of teacher non-renewals pursuant to Connecticut General Statutes Section 10-151; no further discussion; motion carried unanimously.
- F. Transportation: n/a
- G. Athletics: n/a

- H. Long Range Task Force/Building Committee: n/a
- I. Policy: n/a
- J. Government Relations: n/a
- K. Affiliations:
  - 1. Board Chair Lucy Santopietro reminded members of the invitation to attend the CABE sponsored conference, "*A Day on the Hill*", scheduled for March 14, 2012 at 8:30 a.m. at the Bushnell.
- L. Legislation: n/a

**XII. Public Participation:**

David Calovecchio  
52 Lynnrich West  
Thomaston

Thanked the Board for their efforts in establishing the new budget

**XIII. Old Business:**

**XIV. New Business:**

**XV. Items for Future Agendas:**

- A. Retired teachers used as substitutes
- B. Bomb Scare Policy
- C. Enrollment Study
- D. Strategic School Profiles
- E. Curriculum for Proposed High School Courses for 2012/2013

**XVI. Executive Session:**

**XVII. Adjournment:**

On a motion made by Holly Herbert and seconded by Anne Petrucci to adjourn the Regular meeting of the Board of Education at 8:15 p.m.; no further discussion; motion carried unanimously.