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**MINUTES  
THOMASTON BOARD OF EDUCATION  
REGULAR MEETING**

**Thomaston Town Hall - Meeting Room One  
Monday, January 11, 2016  
7:00 p.m.**

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**Members:**

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

**Beth Campbell  
David Colavecchio  
Maureen McMahon  
Scott Theriault  
Frank Treglia**

**Student Representatives:**

**Kathleen Brody**

**Justin Gallo**

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

- 1.1 Chairperson **Roxy Fainer** called the meeting to order at 7:00 P.M.
- 1.2 Board members in attendance: **Roxy Fainer, Kathleen Freimuth, Anne Petrucci, Alexander Lee, Francine Coss, David Colavecchio, Maureen McMahon, Scott Theriault, Student Representative Kathleen Brody and Student Representative Justin Gallo.**
- 1.3 Members Absent: **Beth Campbell and Frank Treglia.**
- 1.4 Others in Attendance: Jonathan Kozlak, Robby Piazzaroli, Jennifer Brostek and Samantha Brostek.

**2. Pledge of Allegiance**

**3. Approval of Agenda**

- 3.1 Vote to accept/approve, Regular Meeting Agenda dated January 11, 2016  
**Kathleen Freimuth moved and Anne Petrucci seconded** to accept the Special Meeting Minutes as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
7	0	0

**4. Approval Minutes:**

- 4.1 Vote to accept/approve Special Meeting Minutes dated December 9, 2015  
**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Special Meeting Minutes as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
7	0	0

- 4.2 Vote to accept/approve Regular Meeting Minutes of the Board of Education dated December 14, 2015  
**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Regular Meeting Minutes dated December 14, 2015 as written

*Discussion: David Colavecchio moved to amend the minutes to correct Frank Treglia's name from Fred Treglia to Frank Treglia.*

**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Regular Meeting Minutes as amended.

*Vote: Motion carried*

Yes	No	Abstain
7	0	0

- 4.3 Vote to accept/approve Budget Committee Meeting Minutes dated December 14, 2015  
**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Budget Committee Meeting Minutes as written.

*Discussion: None*

*Vote: Motion carried*

Yes	No	Abstain
7	0	0

- 4.4 Policy Committee Meeting Minutes dated December 14, 2015  
**Kathleen Freimuth moved** and **Anne Petrucci seconded** to accept the Budget Committee Meeting Minutes as written.

*Discussion: None*

**Vote: Motion carried**

Yes	No	Abstain
7	0	0

**5. Recognitions**

5.1 Rotary Student of the Month – Samantha Brostek

5.1.1 *Samantha Brostek was the January Rotary student of the month.*

**6. Student Representatives' Report**

6.1 **Kathleen Brody** and **Justin Gallo** presented the Student Representative Report

**7. Chairperson's Report**

7.1 Board of Education Correspondence

**8. Superintendent's Report**

8.1 Black Rock School Traffic Flow Issues

**Chairperson Roxy Fainer** asked Black Rock Principal, Jonathan Kozlak (who was present to answer any questions) what he was proposing to do about the traffic flow issues. Mr. Kozlak stated that there is an issue when there is a large amount of snow and large snow banks. No matter how far the snow banks are pushed back, there is not enough room for the traffic at the Route 6 entrance for drop off and pick up. This becomes impossible for two way traffic, which causes traffic to back up on Route 6. In addition, the parking lot gets smaller. One thing Mr. Kozlak is looking at is to soften the corners where they have the bottle necks and to have a larger drop off area. This is a capital proposal for 2017–2018 school year. **Superintendent Coss** added that this is not the parking lot that receives crack seal; it is the opposite parking lot. **Superintendent Coss** also stated that she is sharing this with the Board of Education for numerous reasons. One being to keep the Board of Education in the loop and **Superintendent Coss** wanted to be very clear to the Board of Education that Mr. Kozlak and **Superintendent Coss** are thinking ahead and making this a priority. **Scott Theriault** asked if there is anywhere to dump the snow if a bucket came in to remove the snow. Mr. Kozlak stated that he would have to check with the snow removal contractor, Henry Osowiecki. **Superintendent Coss** added that we are in “limbo” on the plow contract; in fact they are in a one year extension at this time. The Board of Education will be going out to bid for a new contract. The goal is to have a contract that has three payments, one at the beginning of the snow season, one in the middle and one at the end that would be a flat rate no matter how many storms.

8.2 CSDE District Profile and Performance Report for School Year 2013-2014

8.3 CSDE Civil Rights Compliance

8.4 2015-2016 Connecticut K-12 State Assessments Testing Windows

8.5 Administrator Reports

8.6 Enrollment Report

## 8.7 Personnel

8.7.1 Deborah Ferris, Transfer to Cafeteria Worker, Black Rock School January 5, 2016

8.7.2 Meghan Tarby Transfer to per diem Social Worker, Black Rock School, December 7, 2015

8.7.3 Catherine Chamberlin, Resignation, School Nurse, Thomaston High School, January 28, 2016

8.7.4 Megan Mazzini, New Hire, English Teacher Thomaston High School January 6, 2016

*Vote to accept/approve New Hires/Transfers/Resignation/Retirements*

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

*Discussion: None*

**Vote: Motion carried**

Yes	No	Abstain
7	0	0

## 8.8 AFSCME Demand to Negotiate

When preparing for negotiations, AFSCME sends out a letter to the Board of Education for gathering information purposes for negotiations.

## 9. Committee Reports:

### 9.1 Budget/ Audit Committee

#### 9.1.1 Reports

##### 9.1.1.1 Business Report:

- *High School Boiler*  
There was a discussion about the numerous repairs that have been made to the high school boiler and what is left to be repaired. The boiler has been completely repaired except for the outside chassis.
- *Black Rock Water Heater*  
The water heater at Black Rock School was replaced during the holiday break. Both the boiler at the high school and the water heater at Black Rock School were unanticipated and unbudgeted expenses and were both emergencies.
- *2016-2017 Indirect Cost Proposals*  
The Committee discussed the memo that was received regarding the Indirect Cost Proposals. Indirect Cost is a formula that you would use in determining how much your clerical type work would cost in a grant. In our case, most of our grants are coming in for the purpose of salary, supplies or professional development, so the Board of Education does not generally calculate this.
- *State Bond Commission Meeting*  
There was a discussion regarding the State Bond Commission Meeting notice telling us that the technology grant is not listed on the next bond agenda. **Superintendent Coss** stated that during a discussion with Senator Slossberg, the Senator indicated that she would look into that and see if the commission may consider adding it to the agenda.
- *Consultant Agreement*  
There was a draft consultant agreement that was shared with the budget committee. One of the things that central office has been doing is looking at how they can reorganize Central Office so it can be more efficient and effective. In order to do that: Central Office is considering hiring a consultant who is skilled in the accounting software. This individual would mostly work during the hours that the business manager works - between the month that we hire them and June 30, 2016. This consultant would come in to perform three specific tasks: One would be to develop a process to organize grants by establishing grant books. The second would be to develop a process to ensure grant cash balances agree with the ledgers. Last and most important the consultant would take the food service accounts and student activity accounts that we now have in an old fashion check book and hand written ledger books and put them into the accounting system. This position would cost approximately \$25/hr.

9.1.1.2 Finance Report:

- 2015-2016 Budget Projection  
*The budget projection shifted a bit, but we do still have funds available to keep the bond payment line so that the Board of Education can catch up on that bond payment. Also there were two students that needed to be out placed this month. There were also the boiler and the water heater costs that were not anticipated.*
- 2014-2017 Grant Report
- December 2015 Expenditures of \$1,563,853.40
- December 2015 Transfers \$7,000.00  
*Vote to accept/approve Business and Finance Report and Expenditures as presented*

**Alexander Lee moved and Kathleen Freimuth seconded** to accept/approve the Business and Finance Report and Expenditures as presented.

**Discussion:** None

**Vote: Motion carried**

Yes	No	Abstain
7	0	0

9.2 Policy Committee

9.2.1 Action Items

9.2.1.1 Technology Curriculum Grades 4, 5, & 6

9.2.2 Read Items

9.2.2.1 Policy Audit Series 4000 – Personnel Certified/Non-Certified – Second Read

**Superintendent Coss** received feedback from the Administrators and any changes will come from the Superintendent before the next meeting.

9.2.3 Suggested Future Items

9.2.3.1 Policy Audit Series 3281 – School Fund Raisers

*This item will be kept as a suggested future item on the February agenda*

9.2.4 Presentations

9.2.4.1 World Language Proposal – Victoria Santa Maria, Jacob Matteau, Michelle Morrison, and Kaylyn Barberet

*The proposal is an online program through CREC. CREC provide the teacher, but there will need to be a district teacher in the building to manage the classroom where CREC holds the class. The program is targeted to 9<sup>th</sup> through 10<sup>th</sup> graders, but 9<sup>th</sup> through 12<sup>th</sup> may also participate. Mr. Perrucci sees it as a pilot for 20 students at first. Mr. Perrucci has included the cost for the program in the budget for next year.*

**Anne Petrucci moved and Kathleen Freimuth seconded** to accept/approve the Technology Curriculum Grades 4, 5, & 6

**Discussion:** *Superintendent Coss* stated that there was a request to add page numbers to the Technology Curriculum. The document has been updated and will be posted with page numbers.

**Vote: Motion carried**

Yes	No	Abstain
7	0	0

## 10. Public Participation:

The Board welcomes public participation in accordance with Thomaston Board of Education Policy 9325(a) -Bylaws of the Board Meeting Conduct. Specifically, provision for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

- Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.
- No boisterous conduct shall be permitted at any Board of Education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the chair, of that person's privilege of address. If necessary, the Chairperson may clear the room so that Board members may continue the meeting.
- No oral presentation shall include charges or complaints against any employee of the Board of Education, regardless of whether or not the employee is identified in the presentation by name or by another reference that tends to identify an individual. All charges or complaints against employees shall be submitted to the Board of Education under provision of Board of Education policy.

The Thomaston Board of Education is confident you will observe the rules of common courtesy. Thank you.

## 11. Executive Session to informally discuss the Board of Education progress on goals and objectives established in July/August 2015 and to provide targeted informal feedback to the Superintendent about her effectiveness vis-à-vis the same goals and objectives.

### 11.1 Policy 2400 Evaluation of the Superintendent

**Kathleen Freimuth moved and Anne Petrucci seconded** to move into Executive Session for the purpose to informally discuss the Board of Education progress on goals and objectives established in July/ August 2015 and to provide targeted informal feedback to the Superintendent about her effectiveness vis-à-vis the same goals and objectives. **Superintendent Coss** was invited by **Kathleen Freimuth** into the Executive Session.

*Discussion: None*

**Vote: Motion carried**

Yes	No	Abstain
7	0	0

The meeting entered into Executive Session at 7:38 P.M.

The meeting returned to open session at 7:54 P.M.

## 12. Adjournment

The meeting adjourned at 7:54 P.M.