
**MINUTES
THOMASTON BOARD OF EDUCATION
REGULAR MEETING**

**Thomaston Town Hall – Meeting Room One
Monday, September 12, 2016
7:00 p.m.**

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:

Joshua Gallo

Michaela Palladino

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: Chairperson Roxy Fainer, Alexander Lee, Superintendent Francine Coss, Beth Campbell, David Colavecchio, Anne Petrucci, Scott Theriault and Frank Treglia, Student Representatives Joshua Gallo and Michaela Pallindino.

1.3. Board Members Absent: Kathleen Freimuth and Maureen McMahon

1.4. Others in attendance: Aimee Turner, Kristin Bernier, Eric Martin, John Perrucci, Jon Kozlak, Melanie Basil, Elizabeth Hill, Christopher McMullen, Roy Carter, Catherine Callahan, Cecile Mancini, Edward McNally, Eileen Girgenti, Susan Larson, Carol Hanson, Becky Guay, Daniela Ouellette, and Julie Ingham

2. Pledge of Allegiance

2.1. Chairperson Roxy Fainer lead the Pledge of Allegiance

3. Approval of Agenda

Vote to accept/approve, Regular Meeting Agenda, September 12, 2016 as presented

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve the Regular Meeting Agenda for September 12, 2016 as presented.

Discussion: Superintendent Coss requested to amend the agenda to include five additional Schedule K positions under the Superintendent's Report in Personnel. The positions to be added are Team Facilitator Program Coordinator, Teacher in Charge at Black Rock School, Regional Reflection Reviewer, Teacher in Charge at Thomaston Center School, and the Drama Coach at Thomaston Center School.

Anne Petrucci requested to amend the agenda under 9.2 Policy Committee to remove 9.2.2 Action Item, Thomaston Board of Education Organization Chart- Policy 2120 and to make the policy a first read item.

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve the changes to the Regular Meeting Agenda for September 12, 2016.

Vote: Motion carried

Yes	No	Abstain
7	0	0

4. Approval of Minutes:

4.1. Regular Meeting of the Board of Education Meeting Minutes dated August 15, 2016

Vote to accept/approve Regular Meeting Minutes dated August 15, 2016 as presented

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve Regular Meeting Minutes dated August 15, 2016 as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
5	0	2
Anne Petrucci Beth Campbell		

4.2. Budget Committee Meeting Minutes dated August 15, 2016

Vote to accept/approve Budget Committee Minutes dated August 15, 2016 as presented

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve Budget Committee Meeting Minutes dated August 15, 2016 as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
5	0	2 Anne Petrucci Beth Campbell

4.3. Policy Committee Meeting Minutes dated August 15, 2016

Vote to accept/approve Policy Committee Minutes dated August 15, 2016 as presented

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve Policy Committee Meeting Minutes dated August 15, 2016 as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
5	0	2 Anne Petrucci Beth Campbell

5. Presentations:

5.1. Mike Burr – Nystrom’s Park Track & Field

Mike Burr and his committee have been pursuing the Nystrom’s Park Track & Field since December, 2009. Dr. Paul Broomhead started this project back in 1989. Nystrom’s Park is a fifty-two plus acre plot that the town owns. Due to costs, the project was broken out into two phases. The first phase which includes tennis courts, parking, handicap accessibility to the beach and a \$400,000.00 bio basin has been completed. Phase two will include a regulation track, regulation soccer field, and a parking lot. The cost of the second phase is 2.3 Million. The Nystrom’s Track and Field Committee will write applications for funds, but the committee is not expecting any more funds from the state, and the Federal Government isn’t funding these types of projects. The committee decided to speak with the Board of Selectman and the Board of Finance. The committee wants the project to go to referendum and let the tax payers decide if the tax payers want to bond it or not. Mr. Burr would like the Board of Education to support the project. Mike is not asking for any money but states, that there will be a shared expense, similar to what you have with maintaining the fields at the high school.

David Colavecchio stated that if the soccer field is about ten or fifteen feet below street level then there is going to be a little bit of a burn there. Mike explained that there is a little bit of a cut down about an eight to 10 foot drop off on the Turner Road side, but it is all edge drained, irrigated and designed to flow back. The irrigation is already in place.

5.2. Roy Carter & Haley Swanson - THS Woodworking Pens

Roy Carter, Industrial Arts teacher at Thomaston High School explained that the Thomaston High School has been very fortunate that the Thomaston Savings Bank has been generous with grants. The first year Thomaston High received a 3D printer and last year a wood lathe. Mr. Carter explained that Miss Haley Swanson was instrumental in

producing the wooden pens on the lathe and that Miss Swanson really took a liking to making the pens.

5.3. John Perrucci – Cooperative Sports Program

Mr. John Perrucci, Principal of Thomaston High School is requesting that the Board of Education approve joining cooperative athletic teams. On approval, the applications will be submitted to CIAC. The first application is joining the host school Shepaug for Ice Hockey. Shepaug is in a Co-op right now with Litchfield and Nonnewaug and they need players. Any players that we can offer would benefit them and of course offering another sport at Thomaston High School would be phenomenal in the winter time. The second application is wrestling. In this case Thomaston High would be the host school. Mr. Perrucci has approached Holy Cross, and Litchfield High and both schools are interested. Mr. Perrucci explained that Board approval is needed just to apply. It doesn't mean that it is going to materialize; we still need to have the interest of the students.

David Colavechio asked if there were any issues with title IX.

John Perrucci stated that there are more female sports offered at Thomaston High School than male, so there are no title IX issues.

Anne Petrucci asked what if the Board of Education approves the program but there isn't student interest?

John Perrucci replied that the program would not materialize. Mr. Perrucci also stated that the program is a self-funded program for the students.

Anne Petrucci asked if the hockey team has been established.

John Perrucci explained that the program has been established for years.

Anne Petrucci asked if the wrestling team is established.

John Perrucci replied that we would lose nothing because we have already budgeted and hired the coach, we just need the students. At the very worst, we wouldn't be able to field a team and we would have to terminate the coach position.

Anne Petrucci asked if Holy Cross and Litchfield already have wrestling teams.

John Perrucci stated that Holy Cross does but their numbers are down and Litchfield does not have a team.

Superintendent Coss stated that Thomaston has a Pay to Participate program so how would that work with the Co-op?

John Perrucci explained that because the hockey is self-funded the Pay to Participate wouldn't apply to this. The host school may require it but it wouldn't be our Pay to Participate program. For wrestling, it is built into the cost for the district.

Scott Theriault asked Mr. Perrucci if he thinks there will be interest in ice hockey.

John Perrucci replied that there is one and possibly another student.

Alexander Lee asked what impact does this have on our insurance premiums.

John Perrucci said he doesn't have any information that states that the premiums are different for ice hockey than other sports.

Alexander Lee asked about bus transportation. Would Shepaug be responsible for transporting them for practice?

John Perrucci replied no.

Chairperson Roxy Fainer asked if they were responsible for their own transportation.

Superintendent Coss stated yes.

Superintendent Coss asked about the transportation for wrestling.

John Perrucci said that it would be the other schools responsibility.

Scott Theriault asked if Shepaug is still willing to bring us in even though we only have one hockey player interested.

John Perrucci replied yes because they haven't met the maximum numbers of students they can bring in and those schools are not generating the numbers they want.

Scott Theriault asked how the teams will be named.

John Perrucci said the host team usually holds the name; however there is usually a Co-op in the name.

Vote to accept/approve Cooperative Sports Programs as presented

David Colavecchio moved and Anne Petrucci seconded to accept/approve the Cooperative Sports Program as presented.

Discussion: Frank Treglia asked what the cost is for Ice Hockey.

Scott Theriault replied that it is between \$900 and \$1000.

Superintendent Coss stated that the cost is from the parent, not the Board of Education.

Beth Campbell asked if the student can drive themselves and who would be responsible for the insurance.

John Perrucci said that it is the responsibility of the parents to provide the transportation to the rink. If they have an away game and the students meet at Shepaug High School it would be under the same insurance policy as a Shepaug student. Anyone who steps on that bus would be covered by Shepaug .

Frank Treglia asked if the school would not be liable for the students leaving Thomaston High School and driving to Shepaug.

John Perrucci replied no. Once you release a student to a parent the parent is responsible.

Vote: Motion carried

Yes	No	Abstain
7	0	0

5.4. Eric Martin – Transition Plan

Eric Martin, Director of Curriculum, instruction and Assessment presented Thomaston Public Schools Transition Plan. The Transition Plan will be posted on the Thomaston Public Schools' website under Curriculum.

David Colavecchio stated that he would like to sit down with Eric Martin and John Perrucci to discuss the reverse class room at some point.

Eric Martin said he would be happy to sit down and discuss the reverse/flipped class. He also stated that whatever instructional model we chose, we want to make sure the bottom line is that it works for students and if it doesn't work for students we don't do it.

5.5. Eric Martin – Personal Finance Curriculum

Eric Martin presented the Personal Finance and Computer Grade 7 Curriculum written by Preston Soeprasetyo.

Vote to accept/approve the Personal Finance Curriculum as presented

David Colavecchio moved and **Anne Petrucci seconded** to approve the Personal Finance Curriculum as presented.

Discussion: Frank Treglia asked if the Computer Grade 7 Curriculum teaches any computer programming.

Eric Martin replied very basic coding.

Alexander Lee stated that the last time the board had discussed this curriculum they had discussed computer software like Google and Microsoft and which ones they would be using. **Alexander** asked what software is being used.

Eric Martin said that the class mostly uses Microsoft but the kids are being educated a little on Google.

Chairperson Roxy Fainer stated that the agenda needs to be amended to include the Computer Grade 7 Curriculum.

Anne Petrucci moved and **David Colavecchio** second to amend the agenda to accept/approve the Personal Finance and Computer Grade 7 Curriculum as presented.

Vote: Motion carried

Yes	No	Abstain
7	0	0

David Colavecchio moved and Anne Petrucci **second** to accept/approve the Personal Finance and Computer Grade 7 Curriculum as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

6. Student Representative's Report

Michaela Pallindino reported on the following:

Academics

- Since there have been only a couple of weeks of school the teachers have been reviewing what the students had learned last year so the teachers get an understanding of where the students are in the classes.
- Students and teachers are adjusting to the new schedule for the school day.
- The policy for Honor Roll has changed and has become a little tougher. Attendance and being tardy affects whether the students make Honor Roll.

Clubs

- The clubs have been meeting to determine who are still involved in the clubs.
- Thomaston High School really wants all students to feel comfortable and have them participate in the clubs.

Joshua Gallo reported of the following:

Sports

- Fall Sports are all on their way and the teams are doing great.
- Practices are every day for Cross Country, Soccer and Field Hockey

Special Events

- Open House was held at Thomaston High School and tables were set up in the gym with representatives from each club to encourage students to join a club.
- Chris Herron was invited back to Thomaston High for a presentation.

Anne Petrucci asked John Perrucci if there has been any feedback on the Honor Roll Policy.

John replied that he hasn't heard much regarding the policy.

7. Chairperson's Report

7.1. Board of Education Response Letters

7.2. Unused Vacation Day Rollover Request

Chairperson Roxy Fainer requested that a motion be made to amend the agenda to approve the Unused Vacation Day Rollover Request for the Superintendent of Schools.

Anne Petrucci moved and **Scott Theriault second** to amend the agenda to approve the Unused Vacation Day Rollover Request for the Superintendent of Schools.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

Anne Petrucci moved and **Scott Theriault second** to accept/approve the Unused Vacation Day Rollover Request for the Superintendent of Schools as presented.

Discussion: Superintendent Coss stated that the way the contract is written at this time it makes it much easier for the Superintendent to get paid for unused vacation days as opposed to asking for the roll over where the board needs to approve the roll over.

Superintendent Coss stated that the board should take a look at that section in the contract in the future. **Superintendent Coss** said from a business stand point you shouldn't make it easier to receive a payout for the days unused. **Superintendent Coss** mentioned that she is not asking for the cash payout and would like to rollover the unused days to this year.

David Colavecchio asked if there was a maximum.

Superintendent Coss replied five days.

David Colavecchio stated that everyone gets vacation days to recharge their batteries and come back fresh and ready to go.

Vote: Motion carried

Yes	No	Abstain
7	0	0

Alexander Lee asked **Chairperson Roxy Fainer** to discuss the Board of Education Response Letters. **Alexander Lee** said he realizes that this subject is going to be reviewed with the policy committee and stated that he read the two letters. **Alexander Lee** expressed that he was hoping in the future that the board would answer the letter in spirit to the question and not just the direct question. **Alexander Lee** would like the Board to answer the letters with a little more background and details.

8. Superintendent's Report

8.1. State Board of Education Memorandum – Approval of i-Ready Diagnostic Reading Assessment

8.2. Ken Koval Memorandum – Thomaston High School Emergency Generator Full Load Test
 8.3. Memorandum of Agreement – AFSCME – Secretaries/Nurses Regular Work Days
 The Memorandum of Agreement increases the lead secretary hours by half an hour a day and the school nurses hours by half an hour a day and that would coincide with the extended school day.

8.4. Sprinkler Test/Alarm System Test/Fire Extinguisher Logs

- 8.4.1. Black Rock School
- 8.4.2. Thomaston Center School
- 8.4.3. Thomaston High School

8.5. Notice of Fire/Life Safety Compliance – Thomaston Fire Marshal

- 8.5.1. Black Rock School
- 8.5.2. Thomaston Center School
- 8.5.3. Thomaston High School

Fire Marshal Norton did his walk through of the schools on August 18, 2016.

Superintendent Coss was pleased to announce that there was not a single violation in our schools and thanked the custodians in the schools for making this happen.

8.6. Welcome Gathering Invite Letters

8.7. Residency Letter – Waterbury Public Schools Superintendent

A letter that was sent to the Superintendent of Waterbury Public Schools regarding a student that was disenrolled in Thomaston due to the fact that the student now resides in Waterbury.

8.8. Jackson O'Keefe – Attorney retained by CIRMA

A letter identifying the attorney that will be represented the Town of Thomaston and the Board of Education in a liability suit.

8.9. Personnel

- 8.9.1. George Newsome, Reappointment, Hazardous Material/Asbestos Coordinator
- 8.9.2. Daniel Cosgrove, New Hire, Lunch Monitor, Black Rock School
- 8.9.3. Elizabeth Hill, New Hire, Lunch Monitor, Black Rock School
- 8.9.4. Melanie Basil, New Hire, Lunch Monitor, Black Rock School
- 8.9.5. Isaac Warner, New Hire, Lunch Monitor, Thomaston Center School
- 8.9.6. Brittany Thornton, New Hire, Lunch Monitor, Thomaston Center School
- 8.9.7. Joanne White, New Hire, Homebound Tutor, Pupil Services
- 8.9.8. Meghan Tarby, New Hire, Social Worker, Black Rock School 0.6 FTE
- 8.9.9. Susan Larson, New Hire, English – Language Arts Interventionist, Thomaston Center School

Vote to accept/approve Reappointments/New Hire/Transfer Positions as presented

Anne Petrucci moved and **Alexander Lee seconded** to accept/approve the Reappointment/New Hire/Transfer Positions as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

- 8.9.10. Beverly Johnson, Schedule K Position, Team Leader – Kindergarten, Black Rock School
- 8.9.11. Tammy Dayton, Schedule K Position, Team Leader – Grade 1, Black Rock School
- 8.9.12. Jessica Freeman, Schedule K Position, Team Leader – Grade 2, Black Rock School
- 8.9.13. Pamela Nascimento, Schedule K Position, Team Leader – Grade 3, Black Rock School
- 8.9.14. Craig Chaplen, Middle School Cross Country Coach, Thomaston High School
- 8.9.15. Susan Santovasi, Schedule K Position, Doctorate Stipend, Thomaston High School

- 8.9.16. Deborah Grit, Schedule K Position Team Facilitator, Thomaston School District
- 8.9.17. Susan Heiland, Schedule K Position, Teacher in Charge, Black Rock School
- 8.9.18. Patricia Henderson, Schedule K Position, Regional Reflection Reviewer, Thomaston School District
- 8.9.19. Jamie Hustek, Schedule K Position, Teacher in Charge, Thomaston Center School
- 8.9.20. Andrea Van Swearingen, Schedule K Position, Drama Coach, Thomaston Center School

Vote to accept/approve Schedule K/Coach Positions as presented

Anne Petrucci moved and **Scott Theriault seconded** to accept/approve the Schedule K/Coach Positions as presented

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

- 8.10. Enrollment Report
- 8.11. Administrators Reports

9. Committee Reports

9.1. Reports

9.1.1. August Business Report

- State Department of Education Memorandum – Internet Access to 2015-2016 Audit Instructions and Agreed Upon Procedures for Audits of Federal Awards and State Financial Assistance
- State Department of Education Memorandum – Internet Access to 2015-2016 Agreed upon Procedures for the Audit of Forms ED001C and PSIS
- State Department of Education Memorandum – Internet Access to 2015-2016 Instructions for Audits of Federal Awards and State Financial Assistance.
- ED001 Report
ED001 is report that is required for the State of Connecticut. ED001 is the only required report by the state that has a financial penalty if it is not filed on time. The financial penalty is \$10,000.00 a day. The report is a series of financial schedules.

9.1.2. August Finance Report

- 2015/2016 Year End Transfers \$686,339.66
- 2015/2018 Grant Report
- August 2016 Expenditures 2015-2016 \$292,854.48
- August 2016 Expenditures 2016-2017 \$825,972.88
- August 2016 Transfers \$30,000.00

The board of education is expected to return \$49.58 to the town. Even though it is a very small number, **Superintendent Coss** will write a letter to the Board of Finance requesting that the \$49.58 be placed in a 1% rollover account per the 2010 law.

Vote to accept/approve Business and Finance Report and Expenditures as Presented

Alexander Lee moved and **Anne Petrucci seconded** to accept/approved the Business and Finance Report and expenditure as presented.

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

Alexander Lee stated that one of the Administrator reports mentioned a future expenditure for digital media equipment, and wanted to know if this topic is something the Board plans on discussing in the future.

Superintendent Coss replied that the quotes that have been received are very different. Mr. John Perrucci is going to use his resources with Mrs. Dayton and **Superintendent Coss** is going to use her resources and contact a superintendent's group to find out the industries standard. Mr. Ken Koval will assist in writing the RFP (Request for Proposal) so the Board of Education has a standard request and then the quotes that are submitted won't be so different in the future.

Alexander Lee asked if the equipment is not usable.

John Perrucci replied that some of the equipment works beautifully. The problem is that it is hard to find replacement parts for the parts that are not working because they are obsolete. The main server of the equipment is not working and to replace it would be expensive and obsolete at the same time. Since the equipment can't be repaired, Mr. Perrucci would like to get the state of the art equipment for the students.

Alexander Lee asked if the students are able to use the equipment that is still working.

John Perrucci replied no, because the server is not working.

Alexander Lee asked what the students are doing in class without this equipment.

John Perrucci said they may use parts of the studio equipment to cut and edit, but they cannot broadcast.

Alexander Lee asked how detrimental has it been to the curriculum.

John Perrucci replied detrimental. The students are producing, but they are not able to broadcast, which is a major part of the curriculum.

Superintendent Coss is hoping to be able to move quickly on this and acquire the equipment during this school year.

David Colavecchio said that we need someone like ESPN for their expertise.

Superintendent Coss said that is exactly what they are looking for.

Anne Petrucci asked how long the students have not been able to broadcast.

John Perrucci replied that Thomaston High School has been doctoring the equipment since last year. It is now at the point that it has to be replaced.

9.2. Policy Committee

9.2.1 Presentations - None

9.2.2 Action Items – Thomaston Board of Education Organization Chart- Policy 2120

9.2.3 Read Items – First Read Policy Audit Series 5000

9.2.4 Discussion Items – Policy 9325 Bylaws of the Board – Meeting Conduct

Anne Petrucci reported that the Policy Committee changed the action item 9.2.2 – Thomaston Board of Education Organization Chart to a first read so the whole Board can look at it.

Beth Campbell asked if any changes were made to the organization chart during the policy meeting.

Anne Petrucci replied no.

Anne Petrucci continued to say that they policy committee is continuing on the 5000 series and hopes to be completed in two more meetings. The Discussion item Policy 9325 Bylaws of the Board – Meeting Conduct was discussed and the committee was not sure of how they wanted the policy to look, so the committee is going to do some research with other districts and then the committee will review the policy again with the information they have gathered.

Chairperson Roxy Fainer stated that the Policy Committee thought it would be best that the whole board have the discussion not just the Policy Committee. **Chairperson Roxy Fainer** wants to look at setting up a retreat to specifically address this issue.

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.

Julie Ingham thanked the Board of Education for allowing her to attend the Policy Committee Meeting and was happy that the committee listened to her concerns regarding public participation.

11. Adjournment

David Colavecchio moved and **Frank Treglia seconded** to adjourn the meeting

Discussion: None

Vote: Motion carried

Yes	No	Abstain
7	0	0

The meeting was adjourned at 8:42 p.m.