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**MINUTES  
THOMASTON BOARD OF EDUCATION  
SPECIAL MEETING**

**Thomaston Town Hall - Meeting Room One  
Monday, March 14, 2016  
6:00 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 6:04 P.M.
- 1.2. Board members in attendance: **Chairperson Roxy Fainer, Kathleen Freimuth, Anne Petrucci, Superintendent Francine Coss, Beth Campbell, Scott Theriault, Frank Treglia, Student Representatives Kathleen Brody and Justin Gallo.**
- 1.3. Members absent: **Alexander Lee, David Colavecchio, and Maureen McMahon**
- 1.4. Administrators in attendance: Alisha DiCorpo.
- 1.5. Others in attendance: Charles Peet, Tina Peet, Mikaylyn Peet, Zymrie Kutllovci, Miranda Kutllovci, and Chris McMullen.

**2. Pledge of Allegiance**

- 2.1. **Chairperson Roxy Fainer** led the Pledge of Allegiance.

**3. Approval of Agenda**

**Vote to accept/approve, Regular Meeting Agenda, March 14, 2016**

**Anne Petrucci** moved and **Beth Campbell** seconded to accept the Special Meeting Agenda as presented.

**Vote: Motion carried**

Yes	No	Abstain
5	0	0

**4. Approval of Minutes:**

4.1. Special Meeting dated February 24, 2016

**Vote to accept/approve Special Meeting Minutes dated February 24, 2016 as presented**

**Anne Petrucci** moved and **Scott Theriault** seconded to accept/approve the Special Meeting Minutes dated February 24, 2016 as presented.

**Discussion: None**

**Vote: Motion carried**

Yes	No	Abstain
4	0	1
<b>Beth Campbell</b>		

**5. Recognitions**

5.1. Rotary Student of the Month (February) – Mikayln Peet

5.2. Rotary Student of the Month (March) – Miranda Kutlovci

**6. Student Representatives’ Report**

**Student Representatives Kathleen Brody and Justin Gallo** presented the following to the board:

- Seniors at Thomaston High School are continuing to receive acceptance letters from colleges
- For the first all juniors took the SATs on March 2, 2016
- The Drama Club chose Avenue Q (student edition) for their musical performance
- S.A.G.E. is finishing up the renovations on the Creative Learning Center and still trying to reschedule the spring clean up
- Interact held their fundraiser for St. Jude Children’s Research Hospital
- National Honor Society is sponsoring the prom dress drive
- The girls’ basketball team is competing in the state tournament
- Student Council raised over \$800.00 at the Applebee’s pancake breakfast
- Thomaston High School Spirit Week was in February

**7. Presentation**

7.1. Forensics Presentation by Chris McMullan, Thomaston High School Science Teacher  
Forensics teacher Mr. Chris McMullan presented a PowerPoint presentation explaining the curriculum for the Forensics class at Thomaston High School.

**8. Chairperson’s Report**

8.1. Field Repair and Restoration Project

**Chairperson Roxy Fainer** stated that Mr. Perrucci, Thomaston High School’s Principal, included the money that the committee requested be included in his budget to continue keeping up the field.

**9. Superintendent’s Report**

9.1. State Board of Education Memorandum – Completion of ED003 Form and Filing of Contracts

9.2. State Board of Education Memorandum – Smarter Balance English Language Arts Performance Task

- 9.3. State Board of Education Memorandum – Technology Grant Awards
- 9.4. Bond Commission Meeting Minutes January 29, 2016
- 9.5. State Board of Education Memorandum – School Closures and School Calendar
- 9.6. State Board of Education Memorandum – Child Nutrition Program Administrative Review
- 9.7. State Board of Education Memorandum – 2016 Four Year Adjusted Cohort Graduation Rate for Review
- 9.8. Education Connection Monthly Program Updates
- 9.9. Thomaston High School Honor Roll - Second Quarter 2015/2016 School Year
- 9.10. Department of Labor MPP#32045 – Email
- 9.11. Department of Labor MPP#32083 - Snow Days
- 9.12. Department of Labor – ME 31,955 Tally of Ballots - UPSEU and AFSCME
- 9.13. CIRMA Annual Report for 2014-15
- 9.14. Enrollment Report
- 9.15. WAMS March Newsletter
- 9.16. Education Connection Uniform Regional Calendar
- 9.17. Personnel
  - 9.17.1. Andrea Van Swearingen, Schedule K, Musical Theater Advisor, Thomaston Center School
  - 9.17.2. Ashley Royer, Schedule K, Musical Theater Advisor Assistant, Thomaston Center School
  - 9.17.3. John Varanelli, Junior Varsity Wrestling Coach, Thomaston High School
  - 9.17.4. Mark Olsen, Indoor Junior Varsity Track Coach, Thomaston High School
  - 9.17.5. Preston Soeprasetyeo, Middle School Baseball Coach, Thomaston High School
  - 9.17.6. Mark Olsen, Varsity Track and Field Coach, Thomaston High School
  - 9.17.7. Kim Theriault, Middle School Softball Coach, Thomaston High School
  - 9.17.8. Kelly Finlay, Varsity Softball Coach, Thomaston High School
  - 9.17.9. Jeff Dickau, Varsity Boys’ Tennis Coach, Thomaston High
  - 9.17.10. Joseph Aniki, Junior Varsity Baseball Coach, Thomaston High School
  - 9.17.11. Robert McMahon, Varsity Baseball Coach, Thomaston, High School
  - 9.17.12. Brian LaFontaine, Junior Varsity Track and Field Coach, Thomaston High School
  - 9.17.13. Aimee Turner, Varsity Girls’ Tennis Coach, Thomaston High School

**Vote to accept/approve Schedule K/Coaching/After School Positions**

**Anne Petrucci** moved and **Scott Theriault** seconded to accept/ approve Schedule K/Coaching/ After School Positions as presented.

**Discussion:** **Scott Theriault** requested that the spelling of Kim Theriault’s name be corrected.

**Vote: Motion carried**

Yes	No	Abstain
4	0	1
<b>Scott Theriault (item 9.18.7 only)</b>		

**9.18. Field Trips**

- 9.18.1. Preston Soeprasetyo, Grade 9, Catamount Adventure Park, May 25, 2016
- 9.18.2. Susan Abbott, Grade 10, Statue of Liberty & Ellis Island, New York, May 5, 2016
- 9.18.3. Jennifer Ewart, Grade 11, Newport Mansions, Newport Rhone Island, May 26, 2016
- 9.18.4. Terri Franzi and Richard Wilson, AWC/Contemporary Issues, 9/11 Memorial & Ellis Island, New York, March 22, 2016

**Vote to accept/approve Out-of-State/Out-of-country Field Trips**

**Anne Petrucci** moved and **Scott Theriault** seconded to accept/approve the Out-of-State/Out-of-Country field trips as presented.

**Discussion:**

**Anne Petrucci** wanted to know if there was a procedure in place regarding field trip requests and the time frame that they must be submitted. **Superintendent Coss** stated that there is a policy in place. **Student Representative Kathleen Brody** added that Mrs. Franzí's class tried to have the field trip in the fall but the funds were not available at that time. The class also wanted the majority of the seniors to be able to attend and so this was the best date due to athletic schedules and other conflicts.

**Vote: Motion carried**

Yes	No	Abstain
5	0	0

9.19. Administrator Reports

9.20. 2016-2017 Operating Budget

**Vote to accept/approve 2016-2017 Operating Budget**

**Scott Theriault** moved and **Anne Petrucci** seconded to accept/approve the 2016-2017 Operating Budget as presented.

**Discussion: Superintendent Coss** explained to the board that the budget is being presented as 1.24%. If there are any changes to the 2016-2017 budget, **Superintendent Coss** will bring it back to the board so that the board can record those changes.

**Vote: Motion carried**

Yes	No	Abstain
5	0	0

**10. Committee Reports**

10.1. Budget/ Audit Committee

10.1.1. Reports

10.1.1.1. *January Business Report:*

- *Technology Grant*
- *Black Rock School Pump Motor*
- *Uniform Chart of Accounts Update*
- *Request for DUNS Information*
- *Operational Memorandum No 2-16: Report of Annual Revenue and Cost Expenditures Report*
- *Presentation to the Board of Finance*
- *CIRMA Risk Transfer*
- *Section 10-248a - "One Percent Law" Statute*

10.1.1.2 *February Business Report*

- *Consultant Agreement*
- *State Department of Education Memo – 2015/2016 Out-of-Town Magnet School Transportation Grant Application*
- *Thomaston Public Schools Memo – January 2016 Thomaston Board of Education Business and Finance Report (Draft)*
- *Recommendations to Management for the Year Ended June 30, 2015*

- *State Department of Administrative Services, Division of Construction Services – Modification Request #FM-0010-16*
- *State Department of Administrative Services, Division of Construction Services – Modification Request #FM-0011-16*
- *Comprehensive Annual Financial Report of the Town of Thomaston, Year Ended June 30, 2015*

10.1.1.3 *January Finance Report*

- *2015/2016 Budget Projection*
- *2015/2017 Grant Report*
- *January 2016 Expenditures \$1,159,549.00*
- *January 2016 Transfers \$35,525.73*

10.1.1.4 *February Finance Report*

- *2015/2016 Budget Projection*
- *2015/2017 Grant Report*
- *February 2016 Expenditures \$1,225,588.38*
- *February 2016 Transfers \$0.00*

***Vote to accept/approve Business and Finance Report and Expenditures as presented***

**Anne Petrucci moved and Beth Campbell seconded to accept/approve the January and February Business and Finance Reports and Expenditures as presented.**

**Discussion: None**

**Vote: Motion carried**

Yes	No	Abstain
5	0	0

10.2 **Policy Committee**

10.2.1 **Discussion Items**

10.2.1.1 *CABE Policy Update Service Report – Mailing No. 1*

- *PA 15-6 An Act Concerning Online Privacy – 4118.41/4218.41*
- *PA 15-17 An Act Concerning A Labor and Free Market Capitalism Curriculum – 6142*
- *PA 15-94 An Act Concerning the Inclusion of CPR Training, the Safe Use of Social Media and Computer Programming in the Public School Curriculum – 6142*
- *PA 15-97 An Act Concerning Students with Dyslexia – 6142.2 4131*
- *PA 15-133 An Act Concerning Alternative Education – 6172*
- *PA 15-138 An Act Concerning Financial Literacy Education – 6142*
- *PA 15-173 An Act Concerning Municipal Communications Regarding Referenda – 3152*
- *PA 15-205 An Act Protecting School Children – 5141.4*
- *PA 15-232 An Act Concerning Trauma-Informed Practice Training for Teachers, Administrators and Pupil Personnel – 4131.1*
- *PA 15-237 An Act Concerning High School Graduation Requirements*

10.2.1.2 *CABE Policy Update Service Report – Mailing No. 2*

- *Unmanned Aerial Systems “Drones” – 3523.11*
- *Field Trips – 6153*
- *New Social Studies Frameworks – 6142.5*
- *Food Services Personnel – 3542.22*
- *Professional Standards for Personnel in School Nutrition Programs – 0523*

*The committee tabled discussion of Items 10.1.1 through 10.2.2 until next month.*

10.2.1.3 *CIRMA Risk Transfer*

10.2.1.4 Certificate of Liability Insurance/Booster Club

**Superintendent Coss** explained that there was discussion back in the fall regarding the Booster Club needing to provide a Certificate of Liability Insurance like other groups do. After some research **Superintendent Coss** found in our old files that the Booster Club was providing a Certificate of Insurance, but a representative of the Booster Club did not have any recollection of this. **Superintendent Coss** contacted the CIRMA, the district's insurance company, and asked if such an entity would require a Certificate of Insurance; the answer was yes. CIRMA will be providing the board with an explanation in a memorandum.

10.2.1.5 Appointment of Designee for Superintendent of Schools – 2131.1

**Chairperson Roxy Fainer** stated that the policy is vague but feels that this is an "as needed appointment." With today's technology it is rare that the Superintendent is out of contact with the district, so there really is no need for an appointment unless something catastrophic happens. Just the same, **Chairperson Roxy Fainer** wanted to bring the policy to the board for discussion. **Scott Theriault** asked: who the appointed designee is now? **Superintendent Coss** stated that there is no designee at this time. If needed **Superintendent Coss** would write a letter to the board explaining why she would need a leave of absence and who she would appointment to replace her during that time of leave. **Scott Theriault** asked if the Board of Education has to have an appointed designee legally. **Chairperson Roxy Fainer** replied that no replacement is needed legally. **Superintendent Coss** explained that if the Superintendent was not available to fulfil her duty the state would give the Board of Education a certain number of days to appoint someone on an interim basis.

10.2.2 Read Items

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

Feedback from staff has been received by the committee and final changes will be made before the next meeting. A clean copy (final copy) will be ready for the April meeting.

10.2.3 Suggested Future Items

10.2.3.1 New Standard Required for School Food Services Personnel – Series 3542.41

10.2.3.2 Policy Audit Series 5000 - Students

**11. Public Participation:**

**Superintendent Coss** explained that March is Board of Education Appreciation Month and presented tokens of appreciation to board members and the student representatives to the board. **Superintendent Coss** thanked board members for all they do.

**12. Adjournment**

**Anne Petrucci** moved and **Frank Treglia** seconded for the meeting to adjourn.

**Discussion:** None

**Vote: Motion carried**

Yes	No	Abstain
5	0	0

The meeting adjourned at 6:55 P.M.