



MINUTES
THOMASTON BOARD OF EDUCATION REGULAR MEETING
Thomaston High School Auditorium
Monday, March 9, 2020
7:00 p.m.

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.

Members:

Beth Campbell, Chairperson
David Colavecchio, Vice Chairperson
Heather Patchell, Secretary
Roxy Fainer, Treasurer
Francine Coss, Superintendent

Salvatore SantaMaria
Frank Treglia
Jennifer Nolan
Matthew VanOrmer
Sarah Ethier

Student Representatives 2019-2020

Jacob Field
Isabella Guerrero
McKenna O'Sullivan

1. **Establishment of a Quorum and Call to Order** (*Bylaws of the Board 9325.1 – Quorum*)
 - 1.1. **Chairperson Beth Campbell** called the meeting to order at 7:01PM
 - 1.2. **Board Members in Attendance: Chairperson Beth Campbell, Vice Chairperson David Colavecchio, Secretary Heather Patchell, Superintendent Francine Coss, Matt VanOrmer, Sarah Ethier, Frank Treglia, Jennifer Nolan**
 - 1.3. **Board Members Absent: Treasurer Roxy Fainer and Salvatore SantaMaria**
 - 1.4. **Student Representatives in Attendance: Isabella Guerrero and McKenna O'Sullivan**
 - 1.5. **Student Representative Absent: Jacob Field**
 - 1.6. **Others in Attendance: Eric Martin, John Perrucci, Andrea Peters, Dean Marfyak, Greg Grech, Amber Fairfax, Tracy Hungerford, Kathleen Mazzarella, Erin P., Derick Kowalski, Amanda Behuniak, Beth Lahey, Courtney Ariola, Sarah Trefka, Deb DeGennaro, Jamie Weisman, Kelly Dube**
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2. Pledge of Allegiance

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)

David Colavecchio motioned and Heather Patchell seconded to accept/approve the Regular Meeting Agenda of the Board of Education, March 9, 2020 as presented.

Discussion: None

Motion Carried: 7-0-0

4. Public Participation ▲▲▲ (Bylaws of the Board 9325 – Meeting Conduct)

The Board welcomes public participation in accordance with Thomaston Board of Education Policy 9325 – 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.

5. Approval of Minutes ▲ (Bylaws of the Board 9326 – Minutes)

- 5.1. Regular Board of Education Meeting Minutes dated February 10, 2020

David Colavecchio motioned and Heather Patchell seconded to accept/approve the Board of Education Meeting Minutes dated February 10, 2020 as presented.

Discussion: None

Motion: 6-0-0

Abstentions: 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 Rotary Student of the Month - March 2020 - Alexis Boulanger

6.2. Thomaston Public Schools Student of the Month Recipients - March

6.2.1. Nathan Scarola- Grade 11

6.2.2. Kristen Foell - Grade 10

6.2.3. Nathan Kowalski - Grade 9

6.2.4. Haley Bethin - Grade 8

6.2.5. Emma Desrosiers - Grade 7

6.2.6. Kyle Cichowicz - Grade 6

6.2.7. Will Hungerford - Grade 6

6.2.8. Theodore DeGennaro - Grade 5

6.2.9. Collin Moser - Grade 4

6.2.10. Emma Harkness- Grade 3

6.2.11. Kyla Lahey - Grade 2

6.2.12. Kate Mazarella - Grade 1

6.2.13. Evan VanDyke - Kindergarten

6.3 Connecticut Board of Education Members Appreciation Month - March 2020

7. Presentations ▲▲▲ (Bylaws of the Board 9410 – Public Announcement of Accomplishments)

7.1. Preschool Lottery - Andrea Peters - Director of Pupil Services

Andrea Peters, Director of Pupil Services, explained that emails have been sent to all families who have applied for the lottery. Each email consisted of a number that was assigned to each family. The results are as follows:

Full-Day PreK: 5,6,9,13,14,18,22,31,and 34

Half-Day PreK (am): 8,10,25,38 and 39

Half-Day PreK (pm): 2,21,27,30,36 and 37

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. Second Quarter Honor Roll - Thomaston High School

9.2. Chairperson Beth Campbell asked to amend the agenda in order to discuss expanding the Black Rock Preschool program.

Matthew VanOrmer motioned and Heather Patchell seconded to discuss the expansion of Black Rock Preschool program.

Discussion: Currently there are 24 children on the waiting list for preschool. **Superintendent Coss** mentioned that the budget would need to be increased if an expansion of the preschool were to take place without charging tuition. **Superintendent Coss** will provide the Board with an update on the possibility of expanding the preschool.

Motion Carried: 7-0-0

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

10.1. Correspondence

10.1.1. *Superintendent*

- 10.1.1.1. Drama Club Production of 'High School Musical' - Thomaston High School- March 27, 28, 29 2020
- 10.1.1.2. Thomaston BOE Retirement Program Letter to the President of the Thomaston Education Association
- 10.1.1.3. Thank you letter from Superintendent Coss to Dr. Jeff Kitching - EdAdvance - Executive Director
- 10.1.1.4. Letter from Commission on Human Rights and Opportunities to Superintendent Coss - Kids Speak
- 10.1.1.5. Thank You Card from Nancy Stancavage (staff member) and Family to the Board of Education, Superintendent Coss, and Staff
- 10.1.1.6. Interoffice Memorandum to Staff of Thomaston Public Schools Regarding 2019-2020 Budget Spending
- 10.1.1.7. Letter from Superintendent Coss to First Selectman Ed Mone Regarding Shared Services with Plymouth Public Schools
- 10.1.1.8. Email from Superintendent Coss to Parents and Staff Regarding Special Meeting of the Thomaston Board of Education
- 10.1.1.9. Follow Up Email from Superintendent Coss to Parents and Staff Regarding Special Meeting of the Thomaston Board of Education
- 10.1.1.10. Letter from Superintendent Coss to Superintendent Martin Semmel Regarding Thomaston Board of Education's Action to Explore Regionalization
- 10.1.1.11. February 2020 Staff Newsletter from Superintendent Coss
- 10.1.1.12. Follow Up Letter to Parent of Student Regarding Residency Determination
- 10.1.1.13. Letter from Superintendent Coss to Parents - Link to the Center for Disease Control
- 10.1.1.14. Letter From Superintendent Coss to First Selectman Ed Mone - Plymouth Regionalization Directive to Write Joint Letter

10.1.2. Connecticut Association of Boards of Education (CABE)

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- 10.1.2.1. Equity Toolkit for Connecticut Boards of Education Letter from Donald Harris, President and Bob Rader, Executive Director
 - 10.1.3. Connecticut Association of Public School Superintendents (CAPSS)
 - 10.1.3.1. Public Policy Agenda
 - 10.1.3.2. Advanced Placement 2020
 - 10.1.4. U.S. Department of Education - None
 - 10.1.5. Connecticut State Department of Education
 - 10.1.5.1. Census 2020 Statistics in Schools
 - 10.1.5.2. Superintendent Memo - Child Exploitation and Human Trafficking
 - 10.1.5.3. 2019-2020 Out-of-Town Magnet School Transportation Grant Application
 - 10.1.5.4. Education Professional Investigations Unit Memo From Dr. Miguel Cardona, Commissioner, CT State Department of Education
 - 10.1.5.5. Update - Teacher Education and Mentoring (TEAM) Allocations and Training Letter From Mr. Christopher Todd, Bureau Chief
 - 10.1.5.6. Connecticut State Summative Assessment Calendar for 2020-21 and Connecticut SAT School Day Digital Transition From Ajit Gopalakrishnan, Chief Performance Officer
 - 10.2. Reports, Contracts and General Information
 - 10.2.1. Reports
 - 10.2.1.1. Administrator Reports – March - 2020
 - 10.2.1.1.1 Thomaston High School Math 7 - Eric Martin - Director of Curriculum, Instruction and Assessment

David Colavecchio motioned and Matthew VanOrmer seconded to accept/approve the completed curriculum guide for Thomaston High School Math Grade 7 as presented.

Discussion: None

Motion Carried: 7-0-0

- 10.2.1.1.2. Thomaston High School Science and Engineering Cohort Program Years 2 and 3 - Eric Martin - Director of Curriculum, Instruction, and Assessment

David Colavecchio motioned and Matthew VanOrmer seconded to accept/approve the completed curriculum guide for Thomaston High School Science and Engineering Cohort Program - Years 2 and 3 as presented.

Discussion: None

Motion Carried: 7-0-0

10.2.1.1.3. Thomaston High School Infectious Diseases Science Elective
Eric Martin - Director of Curriculum, Instruction and
Assessment

David Colavecchio motioned and Matthew VanOrmer seconded to accept/approve the completed curriculum guide for Thomaston High School Infectious Diseases Science Elective as presented.

Discussion: None

Motion Carried: 7-0-0

10.2.1.1.4. Thomaston High School Grade 10 Modern World History -
Eric Martin - Director of Curriculum, Instruction, and
Assessment

David Colavecchio motioned and Matthew VanOrmer seconded to accept/approve the completed curriculum guide for Thomaston High School Grade 10 Modern World History as presented.

Discussion: None

Motion Carried: 7-0-0

- 10.2.1.2. Enrollment Report - March 1, 2020
- 10.2.1.3. AACTE-CT / CAPSS Joint Committee Report from Superintendent Francine Coss, Co-Chairperson
- 10.2.2. Contracts
 - 10.2.2.1. Memorandum of Agreement - Teachers - Sick Leave Bank
- 10.2.3. General Information Fund-Raisers
 - 10.2.3.2. Thomaston High School - Class of 2022 - Can Jam Tournament
 - 10.2.3.3. Thomaston High School - National Honor Society - Glow In the Dark Frisbee Game
 - 10.2.3.4. Black Rock School - Thomaston Public Schools Staff - Dress Down Day
 - 10.2.3.5. Thomaston High School - Kickball Tournament - Class of 2023

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- 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. Sara Martz - Kitchen Worker - Thomaston High School
 - 10.2.4.1.2. Debra Blackwell - Kitchen Worker Substitute - Thomaston Public Schools
 - 10.2.4.2. Transfers/New Assignments
 - 10.2.4.2.1. Temporary Assignment - Andrea Butwell - Secretary - Department of Curriculum, Instruction, and Assessment
 - 10.2.4.2.2. Transfer - Laura Johnston - Art Teacher - Thomaston High School
 - 10.2.4.2.3. Extension of Long-Term Substitute Teaching Position - Casie Bell - Black Rock School
 - 10.2.4.3. Retirements - None
 - 10.2.4.4. Resignations
 - 10.2.4.4.1. Tracy Capozzi - Speech and Language Pathologist - Thomaston Public Schools
 - 10.2.4.4.2. Aerielle Smith - Teacher - Thomaston High School
 - 10.2.4.5. Renewals - None
 - 10.2.4.6. Stipends- None

David Colavecchio motioned and Matthew VanOrmer seconded to acknowledge the Superintendent's notification of Personnel, specifically, New Hire/Trans/Retirements/Resignations/Renewals/Stipends per Policy 4112/4212 Personnel – Certified/Non-Certified Appointment and Conditions of Employment as presented.

Discussion: **Jennifer Nolan** inquired on the status of the Speech Language Pathologist vacancy. **Superintendent Coss** informed the Board that there is a potential candidate that is scheduled to meet with Superintendent Coss tomorrow, March 10th.

Motion Carried: 7-0-0

- 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*)
 - 10.2.4.7.1. Request #1
 - 10.2.4.7.2. Request #2
- 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 - Washington D.C. - 8th Grade - April 2021

David Colavecchio motioned and Heather Patchell seconded to accept/approve the field trip as presented per Policy 6153.

Discussion: **Superintendent Francine Coss** updated the Board on her conference phone call with the governor and various commissioners. Governor Lamont made a strong recommendation to cancel all out-of-state field trips immediately and indefinitely. The governor also strongly recommended cancelling events that are greater than 100 participants.

Motion carried: 7-0-0

10.2.4.10. **David Colavecchio** requested to amend the agenda in order to discuss COVID 19

David Colavecchio motioned and Matthew VanOrmer seconded to discuss COVID 19 and its impact on field trips and school functions.

Discussion: **Superintendent Francine Coss** discussed her conference call with the governor and various commissioners. **David Colavecchio** suggested that the CIAC makes the decision regarding sporting events. **Superintendent Coss** mentioned that bleach and disinfectants that are described by the State Department of Education are permitted in Thomaston public schools. **Superintendent Coss** and the Board agreed to keep the out-of-state field trips as planned for this current school year.

Motion Carried: 7-0-0

10.2.4.11. Policy 3260 Business/Non-Instructional Operations Sales & Disposal of Books, Equipment & Supplies - None

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. February 2020 Business Manager Report

11.1.1.1. Business Report

11.1.1.1.1. 2019-2020 Budget Table Without Encumbrances

11.1.1.1.2. 2019-2020 Budget Table With Encumbrances

11.1.1.1.3. 2019-2021 Grant Report

11.1.1.1.4. 2019-2020 Projection

11.1.1.2. Expenditures

11.1.1.2.1. February - 2020 – 2019-2020 Fiscal Year: \$880,997.06

David Colavecchio motioned and Matthew VanOrmer seconded to accept / approve the 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: 7-0-0

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

11.2.1. Presentations – Jonathan Kozlak, Black Rock School Principal - Policy 5144.4

11.2.1.1. Current Policy 5144.4

11.2.1.2 Proposed Changes to 5114.4

11.2.1.3. Rationale for Proposed Changes to Policy 5144.4

11.2.2. Discussion Items

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

11.2.2.2. Policies 6114 - 6114.6 - Instruction - Emergency and Disaster Preparedness

11.2.2.3. Optional Policies 6114.8 - Instruction - Emergencies and Disaster Preparedness - Pandemic/Epidemic Emergencies

11.2.3. Read Items

11.2.3.1. First Read

11.2.3.1. Policy Audit Series 6000

11.2.3.1.1. Original Policy 6146.2 - Statewide Proficiency / Mastery Examinations - Eric Martin - Director Of Curriculum, Instruction, and Assessment

11.2.3.1.2. Revised Policy 6146.2- Marked Changes

11.2.3.1.3. Revised Policy 6146.2 - Clean Copy

11.2.3.1.4. Policy 5141.214 Sunscreen Proposed to Board of Education

11.2.3.2. Second Read - None

11.2.3.3. Action Items

11.2.3.3.1. Policy 3171.1 - Business and Non- Instructional Operations Nonlapsing Fund

David Colavecchio motioned and Matthew VanOrmer seconded to accept/approve Policy 3171.1 - Business and Non- Instructional Operations Nonlapsing Education Fund.

Discussion: None

Motion Carried: 7-0-0

12. Adjournment

David Colavecchio motioned and Matthew VanOrmer seconded to adjourn the meeting.

Discussion: None

Motion Carried: 7-0-0

Chairperson Beth Campbell adjourned the meeting at 8:11PM