



MINUTES

THOMASTON BOARD OF EDUCATION REGULAR MEETING

Monday, October 16, 2023 at 7:00 p.m. Thomaston High School Auditorium Entrance - Door #2

*This meeting can be attended in person by the public ([see requirements](#)) or viewed live/recorded on the [Board of Education YouTube Channel](#).
([Bylaws of the Board 9322 - Public and Executive Sessions and Bylaws of the Board 9326.1 - Taping/Recording Board Meetings](#))*

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.

2023-2024 Board of Education Goals:

1. The Board will evaluate the Superintendent based on the effectiveness of her leadership in implementation and achievement of the district goals.
2. The Board will participate in biannual professional development provided by CAFE to improve the collaborative leadership team with the Superintendent to focus on priorities around high achievement for all students in the district.

Members:

Roxy Fainer, Chairperson
Heather Patchell, Secretary
Beth Campbell
Frank Treglia

Francine Coss, Superintendent
Marie Eldridge
Megan Campbell, Student Representative
Landen Galpin, Student Representative

David Colavecchio, Vice Chairperson
Steven Carr, Treasurer
Sarah Ethier
Matthew VanOrmer

1. Establishment of a Quorum and Call to Order

(Bylaws of the Board 9325.1 – Quorum)

- 1.1. **Chairperson Roxy Fainer** called the meeting to order at 7:08pm.
- 1.2. Board Members in Attendance: **Chairperson Roxy Fainer, Secretary Heather Patchell, Treasurer Steven Carr, Beth Campbell, Frank Treglia, Marie Eldridge, Sarah Ethier, Matthew VanOrmer**
- 1.3. Board Member Absent: **Vice Chairperson David Colavecchio**
- 1.4. Student Representatives in Attendance: **Megan Campbell, Landen Galpin**
- 1.5. Administrators in Attendance: Aaron Bunel, Jennifer Irazabal, Cristina Kingsbury
- 1.6. Others in Attendance: Olivia Blasko, Pamela Nascimento, Christopher Stanley, Scott Stanley

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)

Marie Eldridge motioned and Steven Carr seconded to accept/approve the agenda of the Board of Education Meeting dated October 16, 2023 as presented.

Discussion: None

Opposed: None

Abstain: None

Motion Carried: 8-0-0

4. Public Participation ▲▲▲ NONE

(Bylaws of the Board 9325 – Meeting Conduct)

The Board welcomes public participation in accordance with the rules of common courtesy and the Bylaws of the Board 9325 – Meeting Conduct:

- Five minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.
- No boisterous conduct shall be permitted; persistence in boisterous conduct shall be grounds for termination of that person's privilege to address the Board. The Chairperson may clear the room so that Board members may continue the meeting.
- No oral presentation shall include charges/complaints against any employee of the Board of Education, regardless of whether or not the employee is identified by name.

5. Approval of Minutes ▲

(Bylaws of the Board 9326 – Minutes)

- 5.1. [Thomaston Board of Education Regular Meeting Minutes - September 11, 2023](#)

Marie Eldridge motioned and Steven Carr seconded to accept/approve the Thomaston Board of Education Regular Meeting Minutes dated September 11, 2023 as presented.

Discussion: None

Opposed: None

Abstain: None

Motion Carried: 8-0-0

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. [September 2023 Rotary Student of the Month, Velia Russman](#)
- 6.2. [October 2023 Rotary Student of the Month – Cierra O’Sullivan](#)
- 6.3. [October 2023 Staff Spotlight – Michelina Stanley, Executive Secretary to the Superintendent](#)

7. Presentations ▲▲▲

(Bylaws of the Board 9410 – Public Announcement of Accomplishments)

- 7.1. [District Security Check-In Policy/ID Policy, Aaron Bunel, District Emergency Management Coordinator](#)
- 7.2. [Thomaston High School Safety and Security Contract for Coaches, Aaron Bunel, District Management Coordinator](#)
- 7.3. [October Achievement Committee Meeting Summary, Jennifer Irazabal – Director of Curriculum, Instruction and Assessment, Pamela Nascimento – Literacy Instructional Coach, Jessica Freeman – Math Instructional Coach, K-6](#)

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. [Annual Welcome Gathering – Meet and Greet – New Employees of Thomaston Public Schools – October 16, 2023 – Event Canceled Due to a low RSVP rate](#)
- 9.2. [Progress Report on 2023–2024 Goals for the Thomaston Board of Education and the Superintendent of Schools](#)
- 9.3. [EdAdvance Board of Directors Meeting Report](#)
- 9.4. [Board of Education Work Session/Professional Development – October 11, 2023](#)

10. Superintendent’s Report ▲▲▲

(Policy 2131 – Administration – Superintendent of Schools)

10.1. Correspondence

10.1.1. Superintendent

- 10.1.1.1. [Thank You Letter from Superintendent Coss to Landen Galpin, Class of 2024, for Presentation at the September 11, 2023 Regular Board of Education Meeting](#)
- 10.1.1.2. [Thank You Letter from Superintendent Coss to Cierra O’Sullivan, Class of 2024, for Presentation at the September 11, 2023 Regular Board of Education Meeting](#)
- 10.1.1.3. [Thank You Letter from Allan Olivero, 2023 Connecticut State Firefighters Convention Secretary to the Thomaston Board of Education and the Superintendent](#)
- 10.1.1.4. [Thank You Card from The Dwan Family to Superintendent Coss, Staff and the Members of the Thomaston Board of Education](#)
- 10.1.1.5. Superintendent Acknowledgement Letter to Homeschool – August 29, 2023
- 10.1.1.6. Superintendent Acknowledgement Letter to Homeschool – August 31, 2023
- 10.1.1.7. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.8. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.9. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.10. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.11. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.12. Superintendent’s Acknowledgement of Notice to Intent to Homeschool – September 20, 2023
- 10.1.1.13. [Connecticut Guidelines for Educator and Leader Evaluation and Support 2023](#)
- 10.1.1.14. [MINDBEAT – Back-to-School Strategies and Resources](#)

10.1.2. Connecticut Association of Boards of Education (CABE)

- 10.1.2.1. [2023 Education Law Summaries](#)
- 10.1.2.2. [Acknowledgement from CABE Resolutions Committee Regarding the Resolution of Posting of Nutritional Value of School Lunches and Breakfasts](#)

10.1.3. Connecticut Association of Public Schools Superintendents (CAPSS) – None

10.1.4. United States Department of Education (USDE)

- 10.1.4.1. [U.S. Department of Education’s Office for Civil Rights Issues Resource on Race and School Programming](#)

10.1.5. Department of Public Health (DPH) – None

10.1.6. Connecticut State Department of Education (CSDE)

- 10.1.6.1. [DEEP \(Discover, Enjoy, Explore, Practice\) & STEM \(Science, Technology, Engineering, Math\) Program Flyer](#)
- 10.1.6.2. [Request for Extension of Federal COVID Relief Funds Liquidation Period](#)
- 10.1.6.3. [2023–2024 Out-of-Town Magnet School Transportation Grant Application](#)
- 10.1.6.4. [Reimbursement of 2022–2023 Health Services for Children in Nonprofit Private Schools](#)
- 10.1.6.5. [Office of Workforce Strategy Connecticut Report to the General Assembly](#)

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- 10.1.6.6. [Sharing Hispanic Heritage and History Playlist](#)
 - 10.1.6.7. [Adult Education and Family Literacy Week](#)
 - 10.1.6.8. [Internet Safety Training](#)
 - 10.1.6.9. [Performance Matters - October 2023](#)
 - 10.2. Reports
 - 10.2.1. [Thomaston Center School Gymnasium Floor Project Update](#)
 - 10.2.2. [Black Rock School Blue Wing Flood Update](#)
 - 10.2.3. [Town of Thomaston Solar Exploration Timeline](#)
 - 10.2.4. [Black Rock School Air Handler Project Report](#)
 - 10.2.5. Administrator Reports
 - 10.2.5.1. [October 2023](#)
 - 10.2.6. Enrollment Report
 - 10.2.6.1. [October 1, 2023](#)
 - 10.3. Contracts
 - 10.3.1. [2023-2024 Connecticut Association of Schools and Thomaston Board of Education - Executive Coaching and Support, Director of Curriculum, Instruction and Assessment, Thomaston Public Schools](#)
 - 10.3.2. [2023-2024 Connecticut Association of Schools and Thomaston Board of Education - Executive Coaching and Support, Principal and Assistant Principal, Thomaston High School](#)
 - 10.3.3. [2023-2024 PATHS Contract - Wolcott Board of Education and Thomaston Board of Education](#)
 - 10.3.4. [2023-2024 PATHS Contract - Region 15 Board of Education and Thomaston Board of Education](#)
 - 10.3.5. [2023-2024 PATHS Contract - Region 15 Board of Education and Thomaston Board of Education](#)
 - 10.3.6. [2023-2024 Henry M. Osowiecki & Sons, Inc. and Thomaston of Education - Snow Plowing](#)
 - 10.3.7. [2023-2024 Marzano Academies and Thomaston Public Schools](#)
 - 10.3.8. [August 15, 2023 Statement of Agreement: Capitol Region Education Council \(CREC\) and Thomaston Public Schools](#)
 - 10.3.9. [August 15, 2023 Statement of Agreement: Capitol Region Education Council \(CREC\) and Thomaston Public Schools](#)
 - 10.3.10. [August 15, 2023 Statement of Agreement: Capitol Region Education Council \(CREC\) and Thomaston Public Schools](#)
 - 10.3.11. [2023-2024 Memorandum of Agreement Thomaston Education Association/Districtwide Multilingual Learner Tutor](#)
 - 10.3.12. [September 25, 2023 - January 12, 2024 Memorandum of Agreement: Thomaston Education Association - Library Media Specialist](#)
 - 10.3.13. [September 25, 2023 - January 22, 2024 - Memorandum of Agreement - Thomaston Education Association - Teaching Introduction to Computing Course](#)
 - 10.4. Grants
 - 10.4.1. [2023 School Security Competitive Grant Program \(Round 6\) Subgrant Award](#)
 - 10.4.2. [2023 Multi-Media School Security Competitive Grant Program \(Round 2\) Subgrant Award](#)
 - 10.4.3. DASM1-SCP0000083 Bid 1 (Oil Tank Removal) - Thomaston Center School
 - 10.4.3.1. [Cost Estimate Certification - FORM SCG-3031](#)
 - 10.4.3.2. [Designated Accessible Schools Letter - FORMSCG-9001](#)
 - 10.4.3.3. [Natural Light & Wireless Connectivity Letter FORM SCG-9002](#)
 - 10.4.3.4. [Plan Review Phasing Letter FORM SCG - 9003](#)
 - 10.4.3.5. [School Safety Infrastructure Council \(SSIC\) Letter FORM SCG - 9007](#)
 - 10.4.3.6. [PCB Caulk Letter FORM SCG-9008](#)
 - 10.4.3.7. [Site Central Location Letter FORM SCG-9009](#)
 - 10.4.4. DASM1-SCP0000083 Bid 2 (Oil Tank Removal) - Thomaston High School
 - 10.4.4.1. [Cost Estimate Certification FORM SCG - 3031](#)
 - 10.4.4.2. [Designated Accessible Schools Letter - FORM SCG-9001](#)
 - 10.4.4.3. [Natural Light & Wireless Connectivity Letter FORM SCG-9002](#)
 - 10.4.4.4. [Plan Review Phasing Letter FORM SCG - 9003](#)
 - 10.4.4.5. [School Safety Infrastructure Council \(SSIC\) Letter FORM SCG - 9007](#)
 - 10.4.4.6. [PCB Caulk Letter FORM SCG-9008](#)
 - 10.4.4.7. [Site Central Location Letter FORM SCG-9009](#)

Beth Campbell motioned and Matthew VanOrmer seconded to acknowledge the Department of Administrative Services FORMS SCG- 3031, SCG-9001, SCG-9002, SCG- 9003, SCG-9007, SCG-9008, SCG-9009 for DASM1-SCP0000083 Bid 1 (Oil Tank Removal) - Thomaston Center School and DASM1-SCP0000083 Bid 2 (Oil Tank Removal) - Thomaston High School as presented.

Discussion: None

Opposed: None

Abstain: None

Motion Carried: 8-0-0

10.5. General Information

10.5.1. Fundraisers

10.5.1.1. Fundraising Follow Up - None

10.5.1.2. Gifts/Donations - None

10.5.1.3. Approved Fundraisers

10.5.1.3.1. [Catering Club - Sale of Goods for Clubs and Events - Thomaston High School](#)

10.5.1.3.2. [Catering Club - Pie Sales - Thomaston High School](#)

10.5.1.3.3. [Catering Club - Boo Bag Sales - Thomaston High School](#)

10.5.1.3.4. [St. Jude Math-a-thon - Black Rock School](#)

10.5.1.3.5. [St. Jude Math-a-thon - Thomaston Center School](#)

10.5.1.3.6. [Class of 2024 - Big E Field Trip - Thomaston High School](#)

10.5.1.3.7. [Science Club - Monetary /Supplies Donation from Local Businesses - Thomaston High School](#)

10.5.1.3.8. [Science Club - Collection of Fees for Transportation to Avery Point - Thomaston High School](#)

10.5.1.3.9. [Science Club - Holiday Grams and Candy Canes Sale - Thomaston High School](#)

10.5.1.3.10. [Science Club - Chocolate Coins Gram - Thomaston High School](#)

10.5.1.3.11. [Science Club - Middle School Activity Night \(January 12, 2024\) - Thomaston High School](#)

10.5.1.3.12. [Science Club - Middle School Activity Night \(April 12, 2024\) - Thomaston High School](#)

10.5.1.3.13. [Class of 2020 - Collection of Fees for Halloween Dance Admission - Thomaston High School](#)

10.5.1.3.14. [Class of 2025 - Homecoming Dance - Thomaston High School](#)

10.5.1.4. Denied Fundraisers - None

10.6. Personnel (**Denotes Effective Date*)

[\(Policy 4112/4212 - Personnel - Certified/Non-Certified Appointment and Conditions of Employment\)](#)

10.6.1. New Hires

10.6.1.1. Kaitlin Suckley, NAEYC Qualified Paraprofessional, Black Rock School*August 28, 2023

10.6.1.2. Tiffany Lorancitis, full-time Paraprofessional, Thomaston High School*September 11, 2023

10.6.1.3. Kelly Mills, part-time Lunch Monitor, Thomaston High School*September 25, 2023

10.6.1.4. Travis Ryan, Building Substitute Teacher, Thomaston High School*September 11, 2023

10.6.1.5. Jacob Bartfield, Music Teacher, Black Rock School*October 12, 2023

10.6.1.6. Shannon Landock, School Social Worker, Thomaston Center School*September 25, 2023

10.6.2. Reassignment

10.6.2.1. Annie Clement, Paraprofessional - Change in Work Location from Thomaston Center School to Thomaston High School*August 30, 2023

10.6.3. Transfer/New Assignments

10.6.3.1. Catherine Callahan, Physical Education Instruction (temporary additional assignment), Black Rock School*August 30, 2023

10.6.3.2. Catherine Callahan (Revised Letter) Physical Education Instruction (temporary additional assignment), Black Rock School*August 30, 2023

10.6.3.3. Sarah DeMatteis (part time, temporary), English Language Learners/Multilingual Learners Tutor*September 25, 2023

10.6.3.4. Theresa Gambino, Paraprofessional/In-School Suspension (ISS) - Instructional, Thomaston High School*October 8, 2023

10.6.4. Resignations

10.6.4.1. Felicia Picco, ISS Paraprofessional/ISS (Instructional), Thomaston High School*September 22, 2023

10.6.4.2. Haleigh Cichowicz, Paraprofessional, Thomaston High School* October 13, 2023

10.6.5. Retirement - None

10.6.6. Termination - None

10.6.7. Non-Renewals - None

10.6.8. Stipends - 2023-2024

10.6.8.1. Marc Beaudoin - Girls Soccer Middle School Coach - Thomaston High School

10.6.8.2. Paul Biron - Web Page Coordinator - Black Rock School

10.6.8.3. Aaron Bunel - District Emergency Management Coordinator - Thomaston Public Schools

10.6.8.4. Laura Brochu Team Leader - Grade 6

10.6.8.5. Jennifer Ewart - Soccer Girls Varsity Coach - Thomaston High School

10.6.8.6. Jessica Fistola - Team Leader - Grade 4

10.6.8.7. Megan Fitzgerald - Student Mentor Coordinator - Thomaston Public Schools

10.6.8.8. Martin Giroux - Soccer Boys Varsity Coach - Thomaston High School

10.6.8.9. Kieran Glynn - Class Advisor - Grade 8 - Washington Trip

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- 10.6.8.10. Susan Heiland - Teacher in Charge - Black Rock School
 - 10.6.8.11. Jaimee Hustek - Teacher in Charge - Thomaston Center School
 - 10.6.8.12. Doreen Jaskewicz - TEAM Mentor for Elizabeth Dean, Science Teacher - Thomaston High School
 - 10.6.8.13. Beverly Johnson - Team Leader - Kindergarten
 - 10.6.8.14. Rich Kelly - Boys Soccer Middle School Coach - Thomaston High School
 - 10.6.8.15. Megan Kellogg - In-District Regional Reflection Reviewer - Curriculum, Instruction, and Assessment
 - 10.6.8.16. Megan Kellogg - TEAM Mentor for Kieran Glynn, Math Teacher - Thomaston High School
 - 10.6.8.17. Cheyenne Kiely - Team Leader - Grade 1
 - 10.6.8.18. Cheyenne Kiely - In-District Regional Reflection Reviewer - Curriculum, Instruction and Assessment
 - 10.6.8.19. Eric Kociszewski - Cross Country Varsity Coach - Thomaston High School
 - 10.6.8.20. Susan Larson - Newspaper Advisor - Thomaston Center School
 - 10.6.8.21. Susan Larson - In-District Regional Reflection Reviewer - Curriculum, Instruction, and Assessment
 - 10.6.8.22. Susan Larson - TEAM Mentor for Stephanie Catucci, Special Education Teacher - Thomaston Center School
 - 10.6.8.23. Susan Larson - Language Arts Club/Support Co-Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.24. Ernest LeClair - Soccer Girls Junior Varsity Coach - Thomaston High School
 - 10.6.8.25. John Long - Field Hockey Varsity Coach - Thomaston High School
 - 10.6.8.26. Kayla Marble - Cross Country Middle School Coach - Thomaston High School
 - 10.6.8.27. Jennifer McAtee - Math Club/Support Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.28. Mark Olsen - Cross Country Varsity Coach - Thomaston High School
 - 10.6.8.29. Marcella Olson - Senior Task Force Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.30. Agim Puprriqi - Soccer Boys Junior Varsity Coach - Thomaston High School
 - 10.6.8.31. Keri Rozzi - Team Leader - Grade 5
 - 10.6.8.32. Sarah Ryan - Language Arts Club/Support Co-Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.33. Cindy Sabolcik - Team Leader - Grade 3
 - 10.6.8.34. Alex Sconziano - Athletics Coordinator - Middle School
 - 10.6.8.35. Suzanne Screen - Field Hockey Junior Varsity Coach - Thomaston High School
 - 10.6.8.36. Bob Stack - Field Hockey Middle School Coach - Thomaston High School
 - 10.6.8.37. Jessyca Tucker - Interact Club Advisor - Thomaston High School
 - 10.6.8.38. Renee Wojtczak (Revised Letter) - Spelling Bee Club Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.39. Renee Wojtczak - Spelling Bee Club Facilitator - Thomaston Center School Afterschool Program (Temporary/Per Diem)
 - 10.6.8.40. Kathleen Zitnay - Choral Director - Thomaston Center School
 - 10.6.8.41. Kathleen Zitnay - Band Director - Thomaston Center School
 - 10.6.8.42. Kathleen Zitnay - In-District Reflection Reviewer - Curriculum, Instruction and Student Assessment
 - 10.6.8.43. Kathleen Zitnay - TEAM Mentor for Owen McGowan, Teacher - Thomaston High School

Steven Carr motioned and Matthew VanOrmer seconded to acknowledge the Superintendent's notification of Personnel, specifically, New Hires/Transfers/ Retirements/ Resignations/Renewals/Stipends per Policy 4112/4212 Personnel - Certified/Non-Certified Appointment and Conditions of Employment as presented.

[Discussion Link](#)

Opposed: None

Abstain: None

Motion Carried: 8-0-0

10.6.9. Family and Medical Leave Act (FMLA)

(Policy 4152.6/4252.6 - Personnel - Certified/Non-Certified Personal Leaves Family and Medical Leave Act)

10.6.10. Interns and Student Teachers

(Policy 1212-Community Relations-School Volunteers)

10.6.10.1. Melissa McGoldrick - Media Specialist Intern - Thomaston Center School

10.7. Field Trips

(Policy 6153 - Instruction Field Trips - Secondary Schools)

10.7.1. [Broadway \(📍 Juliet\) - New York City - March 27, 2023 - Thomaston High School - Grades 7-12](#)

Steven Carr motioned and Matthew VanOrmer seconded to accept/approve the Broadway (& Juliet) - New York City field trip as presented.

Discussion: None

Opposed: None

Abstain: None

Motion Carried: 8-0-0

10.8. Sales and Disposal of Books, Equipment and Supplies

(Policy 3260 Business/Non-Instructional Operations Sales & Disposal of Books, Equipment & Supplies)

10.8.1. Disposal of Equipment

10.8.1.1. [Response Letter from Superintendent Coss to Brandon Lynn, Technology Education Teacher, Thomaston High School](#)

10.8.1.2. [Response Letter from Superintendent Coss to Geoffrey Dobos, Senior I.T. Technician, Thomaston Public Schools](#)

11. Committee Reports ▲

(Bylaws of the Board 9132 – Standing Committees and Bylaws of the Board 9133 – Special Committees/Advisory Committees)

11.1. [AD HOC Achievement Committee](#)

11.2. Budget Audit Committee

11.2.1. [September 2023 Business Manager's Report](#)

11.2.1.1. 2023-2024 Budget Table Without Encumbrances

11.2.1.2. 2023-2024 Budget Table With Encumbrances

11.2.1.3. 2022-2024 Grant Report

11.2.1.4. Transfers - None

11.2.1.5. Expenditures for the Month: \$1,112,284.02

Matthew VanOrmer motioned and Beth Campbell seconded to accept/approve Business and Finance Report and Expenditures per Policy 3432/3433 Business/Non-Instructional Operations - Budget & Expense Report/Annual Financial Statement as presented for September 2023.

[Discussion Link](#)

Opposed: None

Abstain: None

Motion Carried: 8-0-0

11.3. Policy Committee

(Policy 2231-Administration/Policy and Regulation Systems)

11.3.1. Presentations

11.3.1.1. Policy 3281 - School Fundraisers - Cristina Kingsbury, Principal, Thomaston High School

11.3.1.1.1. [Current Policy](#)

11.3.1.1.2. [Marked Up Copy](#)

11.3.1.1.3. [Clean Copy](#)

11.3.2. Discussion Items - None

11.3.3. First Read - None

11.3.4. Second Read - None

11.3.5. Action Item - None

12. Adjournment

Steven Carr motioned and Marie Eldridge seconded to adjourn the meeting.

Chairperson Roxy Fainer adjourned the meeting at 8:15pm.