

Coventry Board of Education  
Coventry, Connecticut  
**BOARD OF EDUCATION SPECIAL MEETING**  
Capt. Nathan Hale School/Coventry High School  
Library Media Center  
**Approved Minutes of December 19, 2011**

Members Present: Jennifer Beausoleil, Chairman  
Mary Kortmann, Vice Chairman  
Mary Minor, Secretary  
Todd Cancelliere  
Eugene Marchand  
Denise Ryan

Members Absent: William Oros

Also Present: Taylor Vann, Student Board of Education Representative

Administrators Present: Dr. Paul Smotas, Interim Superintendent of Schools

Also Present: Marybeth Moyer, Principal of Coventry Grammar School; Carla Kennedy, Assistant Principal of Capt. Nathan Hale School; David Petrone, Principal of the Capt. Nathan Hale School; Michelle Mullaly, Principal of Coventry High School; Stephen Merlino, Assistant Principal, Coventry High School; Troy Hopkins, Principal of the G. H. Robertson School; Barbara Trinks, Director of Pupil Services and Staff Support Services, Marilyn Picuch, CECC Coordinator; Mary Sposito; CECC Secretary; and several community members.

All motions are directed to the Coventry Board of Education.

### **I. CALL TO ORDER**

By: J. Beausoleil at 7:30 PM

Place: Town Hall Annex

### **II. SALUTE TO THE FLAG**

The Pledge of Allegiance was led by J. Beausoleil.

### **III. AUDIENCE OF CITIZENS**

There were no speakers.

### **IV. REPORT OF THE SUPERINTENDENT**

A. Information: Recognition of CHS Students who Achieved Advanced Level on all of the 2011 CAPT Subtests

Dr. Smotas congratulated the following students for their achievement and presented them with the letter from the Commissioner of Education: Michael Clausen, Alyssa Keeney, Rose Macomber, Megan Oliphant, Helen Phillips-White, Nathan Sattar, Emma Thomas, and Sarah Willey.

B. Information: Student Representative Update - T. Vann

T. Vann said the recent chorus and band concerts were very successful. He said the *Footloose* auditions for the spring musical took place and rehearsals are underway. He said seniors in AP English and/or

Literature took a mock AP exam as part of the Project Opening Doors Grant program. He reviewed the progress of the winter sports teams.

#### C. Information: Coventry Early Childhood Center Presentation

Ms. Piecuch, Coordinator for the Early Childhood Program at the Coventry Early Childhood Center (CECC) presented the history, importance and benefits of early childhood education to the Board. Ms. Piecuch's thorough presentation also included information on the following topics: the collaborative model of CECC Program, the Program structure, enrollment, the facility capacity, mandates, accreditations, CAPSS goals for early education.

Dr. Smotas emphasized that CECC is a multi layer *accredited* program which is ever-evolving and soon to be out-growing its current space.

T. Cancelliere asked for information regarding the transition of students from CECC to CGS. Ms. Piecuch and Ms. Moyer reviewed the transition process. Ms. Trinks added that there are expanded transition procedures for students with IEPs also.

M. Kortmann asked why Coventry residents are going to preschools other than CECC. Ms. Piecuch explained the differences among the preschools in Coventry from which families have to choose. She said transportation is often a challenge to families who need a full-day program.

### VI. REPORT OF CHAIRMAN

J. Beausoleil thanked the administration for opening their schools to give the Board tours. J. Beausoleil thanked Dr. Smotas for being the interim Superintendent. Dr. Smotas said he enjoyed his time in Coventry.

### VIII. APPROVAL OF MINUTES

Vote: Approve minutes of December 8, 2011

**MOTION: To approve the minutes of December 8, 2011**  
**By: M. Kortmann      Seconded: E. Marchand**  
**Result: Motion passes unanimously with no changes.**

### X. NEW BUSINESS

Information and VOTE: Proposed Safe School Climate Plan

Dr. Smotas explained the background of the School Climate Plan. Ms. Trinks reviewed the plan that was developed by the administrative team to meet the needs of Coventry while meeting the National School Climate Standards. She reviewed the proactive and reactive strategies of the plan, documentation and record keeping. She said there are parts of the plan already in place.

There was a discussion regarding the notification timeline and the responsible parties for Prevention and Intervention Strategy.

E. Marchand asked about the role of parents in bullying situations and mediation. The administration reviewed the policies they use.

D. Ryan asked if there is a bullying presentation for parents. Mr. Petrone said they are educating parents with communication from school as well as evening programs such as Rachel's Challenge. Ms. Mullaly added that they are emphasizing acts of kindness in the school environment.

M. Minor said she did not see language about how a student who witnesses a bullying situation reports it. There was a discussion regarding this point. It was agreed that the Plan can continue to be worked on, however, Dr. Smotas asked the Board to vote on the Plan at this time to comply with the law.

**MOTION: To approve the Safe School Climate Plan as presented.  
By: D. Ryan Seconded by: E. Marchand  
Result: Motion passes unanimously (6-0).**

#### **XI. REPORT OF BOARD MEMBERS**

A. Information and VOTE: Fiscal Committee Report

1. Review meeting of December 8, 2011
2. VOTE – Approve Budget Transfer
3. VOTE: Request for Additional Appropriations from the Town of Tuition and Medicaid Revenues

**MOTION: To approve the Budget Transfer Request for \$128,230 to be transferred from the Health Insurance Account to Contracted Services (\$102,730) and Tuition (\$25,500).  
By: T. Cancelliere Seconded by: D. Ryan**

Discussion: The Board discussed the transfer related to magnet school tuition.

**Result: Motion passes unanimously (6-0)**

**MOTION: To approve the Appropriation from the Town for Tuition and Medicaid Revenues  
By: D. Ryan Seconded by: T. Cancelliere**

Discussion: Dr. Smotas explained that the appropriation does not have an impact on taxpayers.

**Result: Motion passes unanimously (6-0).**

M. Kortmann reviewed the changes in the Grant Report.

M. Kortmann reviewed the Excess Cost Report. She explained the LEA CAP. M. Kortmann said there will be an increase in the deficit in the next report.

M. Kortmann said there was a small loss for November in Food Services; however, there is a positive year-to-date.

M. Kortmann said Mr. Blackstone is reviewing the Unemployment expenses and he expects they will remain within the budget.

#### **XIV. ADJOURNMENT**

**MOTION: To adjourn the meeting of December 19, 2011 at 8:52 pm.  
By: E. Marchand Seconded by: M. Kortmann  
Result: Motion passes unanimously (6-0).**

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Respectfully Submitted:

Sara O'Brien, Board Clerk

**January 12, 2012**  
**Approved**