

**Coventry Board of Education  
Coventry, Connecticut**

**Regular Board of Education Meeting**  
Approved Minutes of Thursday, October 27, 2016  
Administration Building Conference Room

Board Members Present:

Jennifer Beausoleil, Vice-Chairman  
Michael Sobol, Secretary  
Frank Infante (arrived 7:58 p.m.)  
Mary Kortmann  
Eugene Marchand  
Mary Minor

Board Members Absent:

William Oros, Chairman

Others Present:

Ben Urbanski, Student Board of Education Representative

Administrators Present:

David J. Petrone, Superintendent of Schools  
Robert Carroll, Director of Finance and Operations

Audience Members Present: Joseph Blake, CHS Principal; Catherine Drury, Director of Educational Technology; William Trudelle, Director of Physical Plant and Facilities; Todd Giansanti, Director of Pupil and Staff Support Services; Michele Mullaly, Director of Teaching and Learning; Marybeth Moyer, CGS Principal; Stephen Merlino, CHS Assistant Principal; Daniel Bologna, Dean of Students; and several CHS students.

**I. Call to Order**

J. Beausoleil called the meeting to order at 7:30 p.m.

**II. Salute to the Flag**

J. Beausoleil led the salute to the flag.

**III. Audience of Citizens**

There were none.

**IV. Report of Superintendent**

Mr. Petrone announced that Coventry's CEP students have been chosen to showcase the 3D printing program at the CABA/CAPSS Convention. He added that the Board will also be recognized by receiving the CABA Board Recognition Award for 2016, also at the CABA/CAPSS Convention. He continued and publicly acknowledged J. Beausoleil for her being recognized by Northrop Grumman as an outstanding employee volunteer. He said he is proud to note that Coventry schools will be a recipient of \$5,000 grant due to this recognition.

#### **IV.A. Information: Student Board of Education Representative Report**

Mr. Petrone introduced Ben Urbanski as the new Student BOE Representative. Ben thanked the Board for being chosen as the new representative. He reported to the Board information of happenings at the Student Help Desk, as he is a student worker there. He also talked about other events taking place at the high school.

#### **IV.B. Recognition: Stephen Merlino, CHS Assistant Principal - CAS 2016 High School Assistant Principal of the Year**

Mr. Petrone recognized Mr. Merlino for this outstanding honor. Mr. Merlino talked about the outstanding work of the Superintendent, the Board, and the other administrators.

E. Marchand noted his appreciation of the professionalism and personal relationships that the administrators, especially Mr. Merlino show every day.

#### **IV.C. Administrator 2016-2017 Goal Presentations**

##### **IV.C.1. Physical Plant and Facilities**

Mr. Trudelle presented the Physical Plant and Facilities goals for the 2016-17 school year. Those goals can be found on the district's website.

(F. Infante arrived at 7:58 p.m.)

J. Beausoleil said how great it is to see things being tracked and noted and how nice it will be when everything is connected, even the budget items. She added that she is glad to see the security enhancements included.

##### **IV.C.2. Technology Department**

Ms. Drury presented the Technology Department goals for the 2016-17 school year. Those goals can be found on the district's website.

J. Beausoleil said she attended one of the parent workshops and noted that the staff who were manning the workshops were very patient and knowledgeable.

##### **IV.C.3. Pupil and Staff Support Services**

Mr. Giansanti shared the Pupil and Staff Support Services goals for the 2016-17 school year. Those goals can be found on the district's website.

M. Sobol talked about the preschool program and curriculum alignment and noted how important the related PSSS goal is. He added that when you see the goal in action it is very impressive.

J. Beausoleil said it is good to see the long term planning for the autism program. She also asked about the PD that is planned. Mr. Giansanti talked to those points.

J. Beausoleil thanked the administrators for all of the hard work they put into the goals every year.

#### **V. VOTE: Consent Agenda**

##### **V.A. Approve the CHS Mar/April 2017 Field Experience to New York, NY**

**MOTION: To approve the consent agenda as presented**

**By: E. Marchand**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

## **VI. Report of Chairman**

J. Beausoleil mentioned the CABE Board Recognition Award and how proud we are as a district to receive this honor once again.

## **VII. Communications**

Items recently forwarded to the Town Council were noted: signed budget transfers for 2015-16 and 2016-17 and also the Board's portion of the Annual Town Report, which was forwarded to the Town Manager's office.

## **VIII. VOTE: Approval of Minutes**

### **VIII.A. Approve Minutes of October 13, 2016**

**MOTION: To approve the minutes of October 13, 2016**

**By: M. Kortmann**

**Seconded: E. Marchand**

**Result: Motion passes unanimously**

## **IX. Old Business**

### **IX.A. Information and Possible VOTE: Booth and Dimock Library CEN (Internet) and Charter Connection Costs**

Mr. Petrone suggested the Board continue to pay the \$160 a month for the Booth and Dimock's fee that was already budgeted for this year and through this year only. He said that he would ask the Town Manager to pick up the balance on the town side and noted the Town Manager would probably approach the Town Council.

Mr. Petrone did a quick review of the funding history. He noted the schools have a great relationship with the Library and it is important to move on and in the spirit of collaboration he suggests the Board approves this item that was already budgeted for.

M. Minor said it seems fair that we would pay the \$160 as it is what was budgeted.

**MOTION: To approve the expense of the budgeted amount of the Booth and Dimock Library connection cost that was in the budget totaling \$160 per month through the end of the fiscal year and authorize the Superintendent to work with the Town Manager on a plan to cover the balance.**

**By: E. Marchand**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

## **X. Report of Board Members**

### **X.A. Policy Committee 10/27 Meeting Review**

J. Beausoleil said there are a large number of polices up for review this year. She noted a few of the policies up for revision. She said the committee will meet again to make final decisions on what will be forwarded to the Board.

### **X.B. Transportation Committee 10/27 Meeting Review**

M. Sobol reviewed the meeting and noted they reviewed the ongoing discussion of a request to change a bus stop. He noted the committee made the accommodation for the morning route, but not for the afternoon, due to the timing of the route. He stressed that while the stop was not in violation of policy, it was an unusual area where the Committee could make an adjustment.

There was a discussion if the routing software was used in the decision making regarding the bus stop change. M. Sobol and E. Marchand noted that it was actual "boots on the ground" work that assisted in making that decision.

M. Sobol continued and said the Committee recommends the Board waive the policy related to going out to bid and recommends that the EASTCONN Special Education Transportation contract proposal be approved.

**X.B.1. Possible VOTE to waive BOE Policy 3323/3300 - Purchasing**

**MOTION: To waive requirements of policy 3323/3300 related to purchasing for the special education service contract**

**By: M. Sobol**

**Seconded: M. Kortmann**

**Result: Motion passes unanimously**

**X.B.2. Possible VOTE to approve the Agreement for Special Education Transportation Services with EASTCONN 2017-2020**

**MOTION: To approve the Agreement for Special Education Transportation Services with EASTCONN 2017-2020**

**By: E. Marchand**

**Seconded: M. Sobol**

Discussion: Mr. Carroll said there is just over a 2.1 % increase and they carry the fuel, which most transportation companies do not. He added, they provide great service to Coventry. Mr. Petrone said they have a great track record and are very reliable.

M. Minor noted that there is something to say about continuity for these children.

**Result: Motion passes unanimously**

**MOTION: To add to the agenda the discussion of the Heating and Energy Building Committee**

**By: M. Sobol Seconded: E. Marchand**

**Result: Motion passes unanimously**

Discussion: Heating Energy Building Committee

M. Kortmann talked about the discussions surrounding the boilers being purchased or lease-purchased for the gas conversion.

M. Kortmann suggested the Board send a letter regarding lease-purchasing furnaces saying the Board is uncomfortable with a clause that the furnaces may not be funded in the future.

M. Minor said the furnaces are not equipment, they are fixtures, and they should not be included in a lease-purchase agreement where equipment may not be funded.

The consensus was the letter would be drafted by the Superintendent.

**XI. VOTE: Executive Session (Bargaining Unit Negotiations)**

**MOTION: Pursuant to CGS-1-200(c)(6)(A), the Board of Education will go into Executive Session for discussions related to Bargaining Unit Negotiations with the Superintendent and Director of Finance and Operations present at 9:10 p.m.**

**By: M. Sobol**

**Seconded: E. Marchand**

**Result: Motion passes unanimously**

**XII. Open Session**

The Board came out of Executive Session and returned to Open Session at 9:35 p.m.

**XIII. Adjournment**

**MOTION: To adjourn the meeting at 9:36 p.m.**

**By: M. Kortmann**

**Seconded: J. Beausoleil**

**Result: Motion passes unanimously**

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Respectfully submitted,

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Kimberlee Arey Delorme  
Board Clerk

**Approved: November 10, 2016**