I. Call to Order
J. Beausoleil called the meeting to order at 7:32 p.m.

II. Salute to the Flag
J. Beausoleil asked that the four CABE Leadership Award recipients lead the Salute to the Flag.

III. Audience of Citizens
There were none.

IV. Report of Superintendent
Dr. Petrone reviewed various events taking place around the state and the district.

IV.A. Recognition: CABE Student Leadership Awards - CNH Students Avery Dutton and Reagan Hilinski; CHS Students Colleen Ackroyd and Ben Urbanski
Dr. Petrone introduced the two high school recipients of the CABE Student Leadership Awards, Colleen Ackroyd and Ben Urbanski. Michelle Swanson, CHS teacher, spoke about the qualifications of those two students.
J. Beausoleil said this is a prestigious award for the students. M. Minor said the students have made us proud as a community.

Dr. Petrone introduced the two award recipients from the middle school. Ms. DeJulius spoke about Avery Dutton and Reagan Hilinski.

Dr. Petrone handed the students their awards and a gift noting the Board’s appreciation.

**IV.B. Staff Recognition: Beth Pratt, Food Service Director**

Dr. Petrone explained the extra effort that Beth Pratt has put forth working on Friday afternoons so Ms. Lezberg could conduct her Baker’s Dozen program with grade two students. Ms. Lezberg commented that the program could not exist without Beth volunteering her time.

J. Beausoleil thanked Beth for her efforts.

Dr. Petrone presented Ms. Pratt with a token of appreciation.

**IV.C. Staff Recognition: Jeff Spivey and Jennifer Trueman - Presentation at the Teaching and Learning with Technology Conference at UCONN**

Dr. Petrone introduced Mr. Spivey and Ms. Trueman who spoke about the presentation and said it was well received.

J. Beausoleil said it sounds fantastic.

Dr. Petrone presented the two with a token of appreciation.

**IV.D. Information: Student Board of Education Representative Report**

Mr. Urbanski talked about the different events taking place at the high school.

**IV.E. Information: 2017-2018 Administrators’ Goal Achievement Updates**

**IV.E.1. Food Service Department**

Dr. Petrone introduced Ms. Pratt who reviewed highlights from the 2018-19 Goal Update for the Food Services Department. The entire report is available on the district’s website.

M. Kortmann asked how the intern worked out this year. Ms. Pratt said it went very well.

J. Beausoleil thanked Ms. Pratt for her work with the senior center lunch program.

**IV.E.2. Business Office**

Dr. Petrone introduced Mr. Carroll who shared highlights from the 2018-19 Business Office Goal Update. The entire report is available on the district’s website.

J. Beausoleil noted the work that had to be done on the FY18 budget and added, with the delay, there was an incredible amount of extra work. She said the efforts were very impressive and noted the audit was flawless.

M. Kortmann added that getting the new preschool up and running was taking place in the midst of all of that.

**IV.E.3. Technology Department**

Dr. Petrone introduced Ms. Drury who shared a presentation related to the Technology Department 2018-19 Goal Update. The full report is available on the district website.
M. Kortmann said she is very pleased with the direction the department is heading.

J. Beausoleil said the department has accomplished some amazing things. She said the item that comes to the surface is the technology plan submitted through technology.

**MOTION:** To modify the agenda and move the Technology Plan item and the Chromebook Usage Agreement item to before the Report of Chairman

*By: W. Oros Seconded: E. Marchand*

*Result: Motion passes unanimously*

**V. Discussion and VOTE: Approve the Chromebook Usage Agreement for Students**

Ms. Drury reviewed the updated self-insurance information.

Dr. Petrone mentioned the limit on the number of repairs that would be covered before items would have to be replaced at full cost.

E. Marchand asked about the common repairs that are needed for Chromebooks. Ms. Drury said mostly keyboard or screen issues.

The Board talked about average repairs, durability of the Chromebooks, and limits of repairs.

J. Beausoleil asked the following be added to the usage agreement, noting "I will not remove, modify, or alter district installed software or tools." Ms. Drury agreed.

J. Beausoleil added that the Board of Education members will sign the same agreement.

**MOTION:** To approve the Chromebook Usage Agreement for Students

*By: E. Marchand Seconded: W. Oros*

*Result: Motion passes unanimously*

**VI. Discussion and VOTE: Approve the District Technology Plan 2018-2021**

**MOTION:** To approve the District Technology Plan 2018-2020, as presented

*By: W. Oros Seconded: M. Kortmann*

*Discussion: Ms. Drury reviewed the Technology Plan, which is now all web-based.*

E. Marchand asked about services to the town. Ms. Drury talked about the services that are offered.

*Result: Motion passes unanimously*

**VII. Report of Chairman**

J. Beausoleil thanked the community for voting. She said a budget referendum is democracy at its best and its worst. She added, it is bound by the number of people who show up.

She thanked the Superintendent and district staff who put forth the efforts to prepare and present a budget.

She noted the State also passed a budget this week.

She mentioned the recent Internet Safety presentation that was shared with parents.

She noted volunteers are still needed for Project Graduation.

**VIII. Communications**
J. Beausoleil noted a request that was received from one of the Town Council members and said that a response is being reviewed by staff and the attorney.

IX. VOTE: Approval of Minutes

IX.A. Approve Minutes of April 26, 2018

MOTION: To approve the minutes of April 26, 2018
By: M. Kortmann  Seconded: P. Larson
Result: Motion passes unanimously

P. Larson left the meeting at 9:20 p.m.

X. Discussion and VOTE: Continue Participation in the Healthy Food School Lunch Program

MOTION: To Approve Coventry's continued participation in the healthy food option and to allow food exemptions as noted in the Healthy Food Certification Statement
Discussion: Ms. Pratt explained the details of remaining in compliance with the certification.
Result: Motion passes unanimously (6-0)

XI. Discussion and VOTE: Approve the 2018-2019 Increase in the School Meal Prices

MOTION: To approve the increases in the School Meal Prices as noted for the 2018-19 school year
By: W. Oros  Seconded: M. Kortmann
Discussion: Ms. Pratt said it has been three years since an increase was done and this increase is needed to stay in compliance with the Healthy Hunger Free Kids Act.
Result: Motion passes unanimously (6-0)

XII. Old Business

XII.A. Information: Board of Education Special Education Professional Development Update

J. Beausoleil reviewed the information that was requested during the professional development at the last meeting.

She noted specifically the number of PPTs that are scheduled on a yearly bases, which for this year is 397.

XIII. New Business

XIII.A. Discussion and VOTE: Approve the 2018-19 Tuition Rate for Non-Resident Students at $13,487

Dr. Petrone reviewed the details of determining the rate.
The Board discussed other districts sending students to Coventry and what that looks like.

MOTION: To Approve the 2018-19 Tuition Rate for Non-Resident Students at $13,487
By: W. Oros  Seconded: M. Kortmann
Result: Motion passes unanimously (6-0)

XIV. Report of Board Members
XIV.A. Information: Fiscal Committee Report, Meeting of May 10, 2018
XIV.A.1. Preschool 2018-19 Budget Projection

M. Kortmann and Mr. Carroll reviewed the Fiscal reports. M. Kortmann said the budget is doing well and that surpluses are showing in some accounts as we are finishing out the heating season.

M. Kortmann focused on the HEEC proposed budget for the 2018-19 school year.

J. Beausoleil said this is the first time the Board is reviewing this. She noted there is now a year of information on which to base figures.

The Board discussed approval protocol.

There was consensus that annually the plan would be run through Fiscal and then put forward to the full Board for a vote.

J. Beausoleil reviewed the changes that were made to the administrative services fee and said now the town would be compensated for their services. She said this is to recognize that the tax payers are not paying for this work.

M. Kortmann said all other Fiscal reports look good.

J. Beausoleil reviewed the funds that have been put aside to unfreeze.

**MOTION:** To add a vote to the agenda authorizing the Superintendent to send communication to the Town regarding releasing unfrozen CIP funds
By: E. Marchand Seconded: W. Oros
Result: Motion passes unanimously (6-0)

**MOTION:** To authorize the Superintendent to send a letter to the Town noting the Board expects to have both the $48,000 that was cut from the Board budget, and beyond that the Board expects to have $215,200 to return to the Town, and asks that those funds [$215,200] be released from previously frozen CIP funds, in accordance with our agreement.
By: M. Kortmann Seconded: W. Oros
Result: Motion passes unanimously (6-0)

XV. Adjournment

**MOTION:** To adjourn the meeting at 9:41 p.m.
By: M. Minor Seconded: M. Kortmann
Result: Motion passes unanimously (6-0)

Respectfully submitted:

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Kimberlee Arey Delorme
Board Clerk

Approved: May 31, 2018