



# COLCHESTER BOARD OF EDUCATION

## Colchester, CT

### SPECIAL BOARD MEETING

**Tuesday, February 7, 2023**  
**6:00 PM**  
**Town Hall Meeting Room 1 (Hybrid)**

### MINUTES

BOARD MEMBERS PRESENT: Chair Alexander Oliphant, Vice-Chair Mary Tomasi (via Zoom), Secretary Margo Gignac, Donna Antonacci, Rosemary Gignac, Michelle Millington, Christopher Rivers

ADMINISTRATION PRESENT: Superintendent Daniel P. Sullivan, III, Assistant Superintendent Dr. Charles E. Hewes, Principal of Jack Jackter Intermediate School Elise Butson, Principal of Bacon Academy Amy Begué, Principal of Colchester Elementary School Judy O'Meara, Principal of William J. Johnston Middle School Christopher Bennett, Jack Jackter Intermediate School Assistant Principal Jennifer Reynolds, Colchester Elementary School Assistant Principal Meghan Amado, William J. Johnston Middle School Assistant Principal Stacy Ewings, Bacon Academy Assistant Principals Melissa Cyr and Michael Mal

OTHERS PRESENT: student Board Members Brooke Dean and Ryan Moores, Business Director Rachel Linkkila, Director of Digital Learning and Innovation Darren Smith, Director of Educational Operations Mario Hurtado, District School Resource Officer Corporal Craig Scheel, Executive Assistant to the Superintendent/Board Clerk Heather Petit

1. MEETING OPENING

1.1 Call to Order

Chair Alexander Oliphant called the meeting to order at 6:02 PM

1.2 Roll Call

1.3 Pledge of Allegiance

2. STUDENT BOARD MEMBERS REPORT

2.1 Student Board Member Report

Brooke Dean and Ryan Moores

Ryan Moores and Brooke Dean gave a student board member update on happenings in the schools. Bacon Academy held PJ & Prep Night for mid-term exams which was very successful. Upcoming events and activities include: singing valentines from BA choir,

Interact Club Bake Sale, the SnowBall dance on February 24, 2023 at Bacon Academy and a pep rally the day of the dance.

3. **PUBLIC COMMENT**

2.1 For Public Comments, Please See Bylaw on Meeting Conduct  
None.

4. **PRIORITY DISCUSSION / ACTION ITEMS**

4.1 \*Colchester Public Schools Board of Education Members Handbook

**Motion by:** M.Gignac

Motion to adopt the Colchester Board of Education handbook and approve changes to Bylaws as needed when updated by the Board.

**Second:** R.Gignac

**Roll Call:** All in favor

**Vote:** Motion carried.

4.2 \*Authorized Signatories for Child Nutrition Programs

**Motion by:** M.Gignac

Motion to approve the changes for signatories for the State Department of Education Child Nutrition Programs to include Daniel P. Sullivan, III and Business Director Rachel Linkkila.

**Second:** C.Rivers

**Roll Call:** All in favor

**Vote:** Motion carried.

5. **\*CONSENT AGENDA**

5.1 \*Board of Education Special Meeting Minutes of January 24, 2023

**Motion by:** M.Tomasi

Motion to approve the Board of Education Special Meeting minutes of January 24, 2023 as presented.

**Second:** M.Millington

**Roll Call:** All in favor

**Vote:** Motion carried.

6. **\*REPORTS FROM BOARD LIAISONS/COMMITTEES**

6.1 Reports from Board Liaisons

Board of Selectmen: Donna Antonacci reported that the Board of Selectmen discussed the approval of a feasibility project for the fields. The First Selectman gave an update on Jack's Chevrolet being purchased by a third party. There is a proposal for it to possibly house a youth center and police station.

Board of Finance: Christopher Rivers

Christopher Rivers said the Board of Finance is currently going through monthly reports. Mr. Rivers encouraged the public to attend the Board of Finance Public Forum on Wednesday, February 8, 2023 at 6:30 PM.

P&R Parent Commission: Margo Gignac  
None.

PTO Collaborative: Margo Gignac  
Margo Gignac reported the first meeting will be held on Wednesday evening; more to report at the next meeting.

C3 Collaborative: Rosemary Gignac  
Margo Gignac attended in Rosemary Gignac's stead. The Collaborative discussed possible grant applications. They will be working with teachers at CES for their observations.

Commission on Aging: Mary Tomasi  
Mary Tomasi said the next meeting will be held on Monday, February 13, 2023 at 9:00 AM. Superintendent Sullivan will attend and introduce himself. The meeting will be held in Town Hall Meeting Room 1.

Youth & Social Services: Michelle Millington  
Michelle Millington attended the Youth and Social Services meeting on February 1, 2023. Ms. Millington reported that Youth and Social Services have a lot of interesting things in development including possible vaping detectors in the Bacon Academy bathrooms.

The Board took a recess to work on technical issues at 6:40 PM.

The Board returned from recess at 6:49 PM.

6.2 Reports from Board Committees  
Chair Oliphant stated that as of last meeting, individual committees and members were established. Committee meetings will begin to be scheduled.

## 7. BOARD ANNOUNCEMENTS AND INFORMATION

### 7.1 Next Meetings

- BOE Budget Workshops: February 14 & 23, 2023

### 7.2 Enrollment Report

Current enrollment for the district is 2260.

### 7.3 Notices of Retirement/Resignation

- Rob Meany
- Kristan Gallucci-Campbell
- Shannon Ramsby
- Lee Tighe

## 8. PUBLIC COMMENT

8.1 For Public Comments, Please See Bylaw on Meeting Conduct  
None.

9. REPORT FROM THE SUPERINTENDENT

9.1 Superintendent 2023-2024 Budget Presentation

Superintendent Sullivan thanked the Business Director Rachel Linkkila and Accountant Michelle Marceau, Assistant Superintendent Dr. Charles Hewes, Executive Assistant Heather Petit, principals, assistant principals, and directors for all of their work on the budget.

Superintendent Sullivan gave a budget presentation for the 2023-2024 school year budget. The budget presentation and all supporting documents can be found on the District website at [https://www.colchesterct.org/board\\_of\\_education/education\\_budget](https://www.colchesterct.org/board_of_education/education_budget).

There will be upcoming Board of Education budget workshops on February 14, 2023 and February 23, 2023 at 6:00 PM in Town Hall Meeting Room 1. The public is encouraged to attend.

10. ADJOURNMENT

Chair Oliphant adjourned the meeting at 7:25 PM

Respectfully submitted,

Heather R. Petit  
Executive Assistant to the Superintendent/Board Clerk