



MINUTES

THOMASTON BOARD OF EDUCATION REGULAR MEETING

Monday, December 8, 2025 at 7:00 p.m. Thomaston High School Auditorium Entrance - Door #2

This meeting can be attended in-person by the public or viewed live/recorded on the [Board of Education YouTube Channel](#).

If school or afterschool/evening activities are canceled: The Board of Education meeting will be held virtually only (no in-person meeting). If the meeting is virtual-only and public comment is on the agenda, comments must be emailed to mstanley@thomastonschools.org at least one hour before the meeting starts.
(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.

2025-2026 Board of Education Goals:

1. By June 2026, the Thomaston Board of Education will adopt a districtwide curriculum alignment policy requiring that all English Language Arts (ELA) curriculum documents in grades PreK-12 explicitly identify connections to the Portrait of a Graduate (POG) competencies, as evidenced by formally approved curriculum maps that include POG indicators and a documented review process.
2. By June 2026, the Thomaston Board of Education will adopt a family-school communication policy that streamlines districtwide messaging practices as evidenced by published protocols and parent school climate survey results.

Members:

Nathan Vieira, Chairperson
Cara Files
Amy Sedgwick
Larry Duffany

Sarah Ethier, Vice Chairperson
Francine Coss, Superintendent
G Wilmont Hungerford, Student Representative
Lucas Koval, Student Representative
Tyler Veronesi, Student Representative

Tanya Galpin, Secretary
Marissa McGee Treasurer
Anthony Kepler
Roxy Fainer

1. Establishment of a Quorum and Call to Order

(Bylaws of the Board 9325.1-Quorum)

- 1.1. **Chairperson Nathan Vieira** called the meeting to order at 7:04p.m.
- 1.2. Board Members in Attendance: **Chairperson Nathan Vieira, Vice Chairperson Sarah Ethier, Treasurer Marissa McGee, Secretary Tanya Galpin, Roxy Fainer, Cara Files, Larry Duffany, Anthony Kepler (arrived at 7:37p.m.), Amy Sedgwick, Marissa McGee, Superintendent Francine Coss**
- 1.3. Student Representatives in Attendance: **G Wilmont Hungerford and Lucas Koval**
- 1.4. Student Representatives Absent: **Tyler Veronesi** (only two students are scheduled to attend each board meeting, as part of a rotating system designed to provide all student representatives the opportunity to participate)
- 1.5. **Administrators in Attendance:** Cristina Kingsbury, David Vecca
- 1.6. Others in Attendance: Dr. Michael Watson, Sheila McKay, Bill and Michelle Dayton, Michelina Stanley, Makenzie Chasse

2. Pledge of Allegiance

3. Approval of Agenda ▲

(Bylaws of the Board 9325.2-Order of Business and Policy 1205-Participation by the Public/Agenda Format/Preparation and Dissemination)

Sarah Ethier motioned to amend the agenda to say under item number four Public Participation changing the note to eliminate "will be linked to the minutes of the meeting during which the comments were made and the same response" and Tanya Galpin seconded.

Discussion: None

Opposed: None

Abstain: Nathan Vieira

Motion Carried: 7-0-1

4. Public Participation ▲▲▲ (to be read aloud by the Board Chairperson prior to soliciting public comment)

(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 Board of Education employee regardless of whether or not the employee is identified by name.
- Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by their comments. While it is not the Board's intent to stifle public comment, speakers should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, the speaker may be held legally responsible. Speakers unsure of the legal ramifications of what they are about to say are urged to consult first with their legal advisor.

NOTE: Per the August 2016 Policy Committee Meeting, responses to speakers will be in the form of a written letter from the Board Chairperson. Speakers will not receive a verbal reply to public comment during a meeting. The written response will be linked to the agenda of the next Regular Meeting of the Board of Education under "Chairperson Report."

Mr. Nathan Vieira - 131 Humiston Circle

Mr. Vieira submitted a written public comment that was read during the meeting. **Mr. Vieira's** comment can be found [here](#).

5. Approval of Minutes ▲

(Bylaws of the Board 9326 – Minutes)

5.1. Regular Meeting Minutes – November 10, 2025

Tanya Galpin motioned and Larry Duffany seconded to accept the Regular Meeting Minutes dated November 10, 2025 as presented.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 7-0-1

5.2. Special Meeting Minutes – November 17, 2025

Larry Duffany motioned and Tanya Galpin seconded to accept the Regular Meeting Minutes dated November 17, 2025 as presented

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 7-0-1

5.3. Organizational Meeting Minutes – November 19, 2025

Tanya Galpin motioned and Larry Duffany seconded to accept the Organizational Meeting Minutes dated November 19, 2025 as presented.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 7-0-1

6. Recognitions ▲

(Policy 1170 – 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. Student Shout-Out

6.1.1. [Rotary Student of the Month – November 2025 – Tyler Veronesi](#)

6.1.2. [Students of the Month – November 2025](#)

Grade 12: Tyler Veronesi

Grade 10: Cole Ballance

Grade 6: Piper Chasse

Grade 2: Paisley Cybulski

Grade 12: Brianna Ronalter

Grade 9: Tasman Banks

Grade 5: Sofia SantaMaria

Grade 1: Summer Holinka

Grade 12: Makenzie Chasse

Grade 8: Tessa Hungerford

Grade 4: Hailey Peck

Kindergarten: Julian Seitlinger

Grade 11: Beau Kociszewski

Grade 7: Kate Mazzarella

Grade 3: Ryan Brandt

Preschool: Benjamin Gilbert

6.2. Staff Shout-Out

6.2.1. [December 2025 Staff Spotlight: Michelle Dayton – Digital Science Library Media Specialist, Thomaston High School](#)

7. Presentations ▲▲▲

(Bylaws of the Board 9125 – Attorney)

7.1. [CABE Annual Legislative Update – Sheila McKay, Associate Executive Director for Government Relations, Connecticut Boards of Education \(CABE\)](#)

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. [Progress Report on 2025-2026 Goals for the Thomaston Board of Education and the Superintendent of Schools](#)

9.2. [Response to Public Comments – November 10, 2025 Regular Meeting](#)

9.3. [Engagement Letter – Thomaston BOE and Shipman & Goodwin](#)

9.4. [2025-2026 Thomaston High School Honor Roll – Marking Period 1](#)

9.5. [Top PSAT Performers – Thomaston High School – Grade 10](#)

Matthew Johnson Ethan Ranney Samantha Lee

9.6. [Connecticut Association of Boards of Education \(CABE\) Board of Distinction Awards – Thomaston Board of Education](#)

9.7. [Superintendent Francine Coss – 17 Years of Service](#)

9.8. [Thomaston Board of Education Members' Roles and Responsibilities – Sponsored by Attorney Julia Wilde](#)

9.9. [Meeting Calendars](#)

9.9.1. [Budget/Audit Committee Meeting Calendar](#)

9.9.2. [Policy Committee Meeting Calendar](#)

9.9.3. [Regular Meeting Calendar](#)

9.9.4. Ad Hoc Achievement Committee – meetings scheduled as needed – last meeting: October 1, 2025

9.9.5. Ad Hoc Building Committee – meetings scheduled as needed – last meeting: September 3, 2024

9.9.6. Ad Hoc Communication Committee – meetings scheduled as needed – last meeting: October 16, 2015

Discussion: The board discussed restructuring committee meeting schedules to improve public access and accommodate member availability, focusing primarily on the Budget/Audit and Policy committees. Concerns were raised that the current Wednesday morning Budget/Audit meeting time prevents most residents and some board members from attending, though changing it may require adjusting the business manager's work hours and could delay financial report preparation needed for the Board of Finance. Members agreed with Superintendent Coss that **Marissa McGee** should first consult with the business manager before any vote is taken. **Marissa McGee** will contact the business manager so this can be further discussed. The Policy Committee, currently meeting at 5:00 PM before regular board meetings, will likely move to a separate time—preferably virtually at 5:15 PM—and tentatively on the third Monday of each month, depending on holiday and scheduling conflicts. **Superintendent Coss** and Michelina Stanley will develop a draft calendar that avoids holidays. This draft calendar will be placed on the January Regular Meeting of the Board of Education meeting agenda.

9.10. Board of Education Affiliated Committees

9.10.1. [Education Enrichment Fund of Thomaston](#)

9.10.2. [EdAdvance Board of Directors](#)

9.10.3. [Wamogo at Lakeview High School Agricultural Education Advisory Committee](#)

9.10.4. [Feasibility Study Working Group](#)

9.10.5. [CABE Board of Directors](#)

9.10.5.1. [CABE Area Directors](#)

9.10.5.2. [Associate Directors](#)

9.10.5.3. [Resolutions Committee](#)

9.10.5.4. [Federal Relations Committee](#)

9.10.5.5. [State Relations Committee](#)

9.10.5.6. Nominating Committee – Rostered annually in July

9.10.5.7. [CABE Appointments](#)

Discussion: **Nathan Vieira** provided an update on the affiliated committees, including brief summaries of each based on the information he received. The only action taken pertained to the EdAdvance Board of Directors, where **Roxy Fainer** has served as the board representative since 2021 and currently holds the position of vice president. **Roxy** indicated her willingness to step down if another board member wished to assume the role. **Sarah Ethier** expressed strong interest in serving as the new representative when **Roxy** is ready to step down. The following action was taken:

Roxy Fainer motioned to appoint Sarah Ethier as the new board representative to the EdAdvance Board of Directors upon resignation and Larry Duffany seconded.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

9.11. Proposal to Invite Board of Education Attorney Julia "Julie" Wilde to Board of Education Meetings

Tanya Galpin motioned and Marissa McGee seconded to accept the proposed plan to invite the Board of Education's attorney Julia "Julie" Wilde to attend Board of Education meetings.

[Discussion Link](#)

Opposed: **Sarah Ethier, Larry Duffany, Anthony Kepler, Cara Files, Tanya Galpin, Amy Sedgwick, Marissa McGee, Roxy Fainer**

Abstain: **Nathan Vieira**

Motion Failed: 0-8-1

10. Superintendent's Report

(Policy 2131 – Administration – Superintendent of Schools)

10.1. Correspondence

10.1.1. From Superintendent Policy 2131

10.1.1.1. [Thank You Letters to Presenters – Regular Meeting of the BOE – November 10, 2025](#)

10.1.1.2. ParentSquare Correspondence from Superintendent – Posts/Alerts

10.1.1.2.1. Update on Personal Information from the Superintendent of Schools, November 10, 2025 at 4:35PM EST

10.1.1.2.2. 2025.11 Board of Education Happenings, November 20, 2025 at 7:55AM EST

10.1.1.2.3. We Appreciate Our Substitutes! November 21, 2025 at 9:00AM EST

10.1.1.2.4. Congratulations to the Students of the Month! November 21, 2025 at 6:03PM EST

10.1.1.2.5. Happy Thanksgiving Thomaston! November 27, 2025 at 10:00AM EST

10.1.1.2.6. Information on Tomorrow's Weather Forecast – Not a School Cancellation Notice, December 1, 2025 at 6:13PM EST

Tanya Galpin motioned and Larry Duffany seconded to acknowledge the Superintendent's correspondence per Policy 2131 as presented.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

10.1.2. To Superintendent/Board of Education

10.1.2.1. [Effective School Solutions - Helping Students and Families Regain Calm: Insights & Solutions](#)

10.1.2.2. [Student Assessment News - November 2025](#)

10.2. Reports

10.2.1. General Reports - None

10.2.2. Administrator Reports

10.2.2.1. [December 2025](#)

10.2.3. Residency

([Policy 5118-Nonresident Attendance/Tuition Students](#))

10.2.4. Student Discipline

([Policy 5144-Discipline](#))

10.2.4.1. Expulsion Hearing Cancellation Notice - Student I

10.2.5. Homeschooling - None

([Policy 6172.3-Home Schooling](#))

10.2.6. Enrollment Report

([Policy 5112-Age of Attendance](#))

10.2.6.1. [December 1, 2025](#)

10.2.7. Personnel

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

10.2.7.1. New Hires

10.2.7.1.1. James Alberto, full-time Paraprofessional, Thomaston High School*November 10, 2025

10.2.7.2. Transfer/New Assignment/Reassignment - None

10.2.7.3. Resignations

10.2.7.3.1. Megan Fitzgerald, Special Education Teacher, Black Rock School*December 31, 2025

10.2.7.4. Retirements - None

10.2.7.5. Terminations/Non-Renewals - None

10.2.7.6. Stipends - 2025-2026

10.2.7.6.1. Susan Larson - TEAM Mentor for Laura Busk, ELA Teacher, Thomaston Center School

Tanya Galpin motioned and Larry Duffany seconded to acknowledge the Superintendent's notification of Personnel per Policy 4112/4212 Personnel – Certified/Non-Certified Appointment and Conditions of Employment as presented.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

10.2.7.7. Family and Medical Leave Act (FMLA)

([Policy 4152.6/4252.6-Personal Leaves Family and Medical Leave Act](#))

10.2.7.7.1. Employee J

10.2.7.7.2. Employee K

10.2.7.8. Interns and Student Teachers - None

([Policy 1212-School Volunteers](#))

10.2.8. Field Trips

([Policy 6153- Field Trips – Secondary Schools](#))

10.2.8.1. [New York City Chicago the Musical – THS Drama Club – April 1, 2026](#)

Tanya Galpin motioned and Larry Duffany seconded to accept the THS Drama Club field trip to New York City to see Chicago the Musical on April 1, 2026 as presented.

Discussion Link

Opposed: **Roxy Fainer, Anthony Kepler**

Abstain: **Nathan Vieira, Larry Duffany, Cara Files, Sarah Ethier**

Motion Carried: 3-2-4

10.2.9. Sales and Disposal of Books, Equipment and Supplies - None

([Policy 3260-Sales & Disposal of Books, Equipment & Supplies](#))

11. Committee Reports ▲

([Bylaws of the Board 9132-Standing Committees and Bylaws of the Board 9133-Special Committees/Advisory Committees](#))

11.1. [Budget Audit Committee](#) -December 3, 2025

11.1.1. [November 2025 Business Manager's Report](#)

11.1.2. Expenditures for the Month: \$1,173,369.00

Marissa McGee motioned and Roxy Fainer seconded to accept the budget transfer of \$6,000 to secure the EdAdvance AI course as presented in the November 2025 Business Manager's Report.

Discussion Link

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

Marissa McGee motioned and Tanya Galpin seconded to accept the Business and Finance Report and Expenditures per Policy 3432/3433 Business/Non-Instructional Operations - Budget & Expense Report/Annual Financial Statement as presented for November 2025.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

11.2. Policy Committee – December 8, 2025

(Policy 2251-Administration/Policy and Regulation Systems)

12. Adjournment

Tanya Galpin motioned and Marissa McGee seconded to adjourn.

Discussion: None

Opposed: None

Abstain: **Nathan Vieira**

Motion Carried: 8-0-1

Chairperson Nathan Vieira adjourned the meeting at 8:47p.m.